A GENERAL GUIDE
TO THE
INDIA OFFICE RECORDS

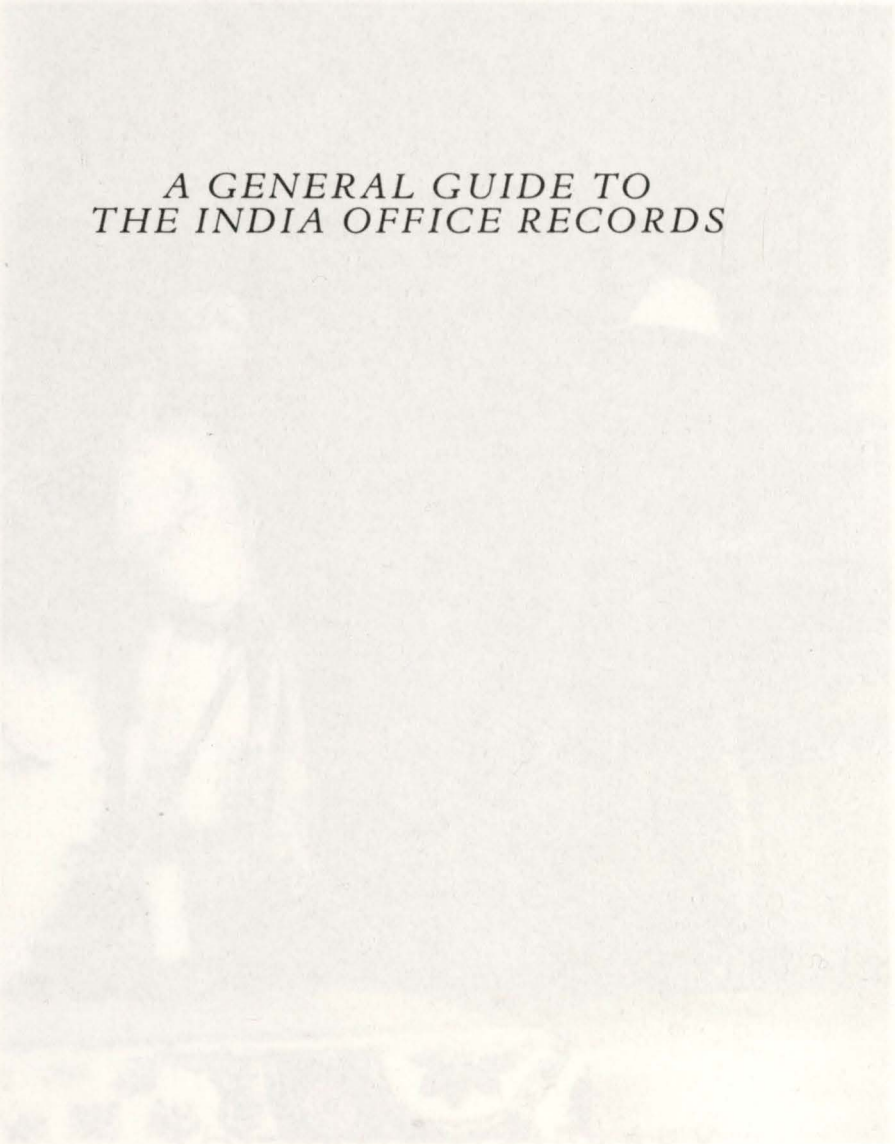
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A GENERAL GUIDE TO THE INDIA OFFICE RECORDS

MARTIN MOIR

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Frontispiece: Humphrey Trevelyan, Political Agent in Bundelkhand, with the Maharaja of Chhatarpur during the latter's installation in 1943. *IOL Photo 223/3.*

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PREFACE

BY LORD QUINTON

Chairman, The British Library Board

In this *General Guide to the India Office Records* Martin Moir has produced the first comprehensive account of its holdings. It brings up to date and very considerably extends beyond the work done by Sir William Foster in his 1919 guide, the most recent attempt at anything of the same kind. Foster's guide ended its coverage in 1858, the year of the dissolution of the East India Company and the replacement of the Board of Control, which had supervised it since 1784, by the India Office, as an immediate consequence of the Mutiny or Revolt of 1857. This new guide covers records up to India's achievement of independence in 1947 and so embraces the entire historic scope of the active British presence in the Indian sub-continent.

The commercial operations of the East India Company mean that its records spread out in respect of their origins and application from the Middle East to the Far East and beyond. The political authority of the India Office which succeeded it extended to the three present sovereign states into which the British empire in India has divided since 1947 — India, Pakistan and Bangladesh — and also to Burma. The India Office Records, therefore, although centrally concerned with South Asia, are by no means limited to it.

The India Office Records is thus the most important accumulation of historical source material in Britain for the study of politics, administration and commerce in South Asia and related areas from the early seventeenth to the mid-twentieth century. As Martin Moir points out in his introduction, there have been various ups and downs in the record-keeping through which this great collection of material was formed. Fully professional care took a long time to get established and a good deal was discarded in the early days of the India Office. But much has survived. The old Company's appointment of a Historiographer in 1793 is evidence of an early commitment to the maintenance and exploitation of its archives — one which persisted throughout the duration of British involvement in India.

For a long time the India Office Records were not fully accessible, although they were carefully preserved and catalogued. At the moment of independence they were scattered about the old India

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Office building. In 1967 the collection was moved to Blackfriars Road, together with the India Office Library as a unified institution, and so effective provision for access by the interested public became possible. Finally, in 1982, the joint institution was transferred from the Foreign and Commonwealth Office to the British Library.

Martin Moir's valuable *Guide* will contribute to the British Library's fulfilment of its duty to make its holdings conveniently available to readers. It combines a general account of the material that makes up the India Office Records and of the administrative structure and historical circumstances within which it came into existence with a descriptive inventory of its specific contents. It will greatly enhance the value to scholars and the interested general reader of a collection we are most fortunate to have inherited.

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ACKNOWLEDGEMENTS

I am indebted to many present and former colleagues in the India Office Library and Records who have generously provided information for this *Guide* as well as other help and advice. In particular, I wish to thank Steve Ashton, Ian Baxter, Richard Bingle, David Blake, Barry Bloomfield, Amar Commander, Andrew Cook, Ray Desmond, Philip Dymond, Anthony Farrington, Stephen Green, Andrew Griffin, Lesley Hall, Sally Hofmann, George Jackson, Joan Lancaster, Margaret Makepeace, Valerie Phillips, John Sims, Timothy Thomas and Penelope Tuson. I am also especially grateful to Madeleine Gray for compiling the index and to Ruth Jenkins for typing the manuscript.

Amongst outside bodies which have materially contributed to the production of this *Guide*, the International Council on Archives was notably constructive in providing financial assistance during the early stages of preparation as part of the general UNESCO project for *Sources for the history of the nations*. For this help the India Office Records is particularly indebted to Charles Kecskemeti, Executive Secretary of ICA, and Dr Z H Zaidi of the London School of Oriental and African Studies.

On a more personal level, I wish to record my special thanks to my wife, Zawahir, who supported and encouraged me throughout the ups and downs of lengthy research and writing.

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INTRODUCTION

THE SCOPE OF THE INDIA OFFICE RECORDS

The official archives now held in the India Office Records (IOR) mainly derive from and reflect the activities and responsibilities of the India Office (1858–1947), the Burma Office (1937–48). the East India Company (1600–1858) and the Board of Control (1784–1858). Besides the archives of these four principal bodies — which, of course, all originally accumulated in London — the IOR also holds some smaller groups of records transferred from related institutions in Britain (eg. Haileybury College, the Royal Engineering College at Cooper's Hill, etc.) and from various overseas agencies or departments which were administratively linked for much of their history with one or other of the four main London offices. These include materials from Aden and the Gulf, Afghanistan, the Sub-continent itself, Nepal, Malaysia and China.

It is roughly estimated that the India Office Records, as defined above, now occupy nearly nine miles of shelving. Within this enormous accumulation the types of official documentation represented are extremely varied, including original correspondence and file series, minutes of committees and other corporate bodies, establishment lists and nominal returns, title deeds and other formal legal documents, ships' logs, accounting records, reports, statistical data, diaries and journals, maps and plans, press cuttings and official publications of all kinds. Some private archives are also retained with certain official series (eg. H: Home Miscellaneous), although in general such materials are kept and administered separately in the European Manuscripts (or Private Papers) section of the IOR.[1]

In view of their magnitude and complexity, the India Office Records defy efforts to encompass their scope in any conveniently succinct yet comprehensive formula. It may, however, be said, rather obviously, that, although the majority of records relate directly or indirectly to British trade and government in South Asia (that is, the territories now occupied by India, Pakistan, Bangladesh and Burma), the full geographical scope of the IOR is far wider, reflecting the East India Company's almost global trading activities as well as the foreign, defence and political policies of the later British *Raj*. For varying periods these different concerns extended to areas as far apart as St

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Helena and West Africa in the west to China and Japan in the east, with particularly important and long-standing connections with Western, Southeast and East Asia (*see* Appendix II).

Most IOR series come to an end with the grant of Independence to India, Pakistan and Burma in 1947–48 and the consequent dissolution of the India Office and the Burma Office. However, several series continue for a few more years, and for various administrative reasons, a few other special series terminate as late as *c* 1967–74 (*see* L/AG, N, R/4 and R/20). Broadly speaking, it is necessary to go to the records of the Commonwealth Relations Office and the Foreign Office, held at the Public Record Office, in order to study the central aspects of British relations with India, Pakistan and Burma in the years following Independence.

To the extent that most of the India Office Records series end around 1947–48 (or a few years later), the IOR may be regarded as a largely, though not entirely, closed official archive. Thus acquisitions are now limited in scale and mostly designed to supplement the existing accumulations and to fill gaps. For example, currently the chief accessions consist partly of maps, published and original, and partly of microfilms of pre-Independence government archives and official publications, etc., held in India and Pakistan. These microfilms are received under exchange agreements concluded in 1975 with the National Archives of India at New Delhi and the National Documentation Centre of Pakistan in Lahore.[2] Private papers relating to the history of British connections with South Asia and neighbouring areas (as opposed to official archives) continue to be acquired by the European Manuscripts section of the India Office Records.

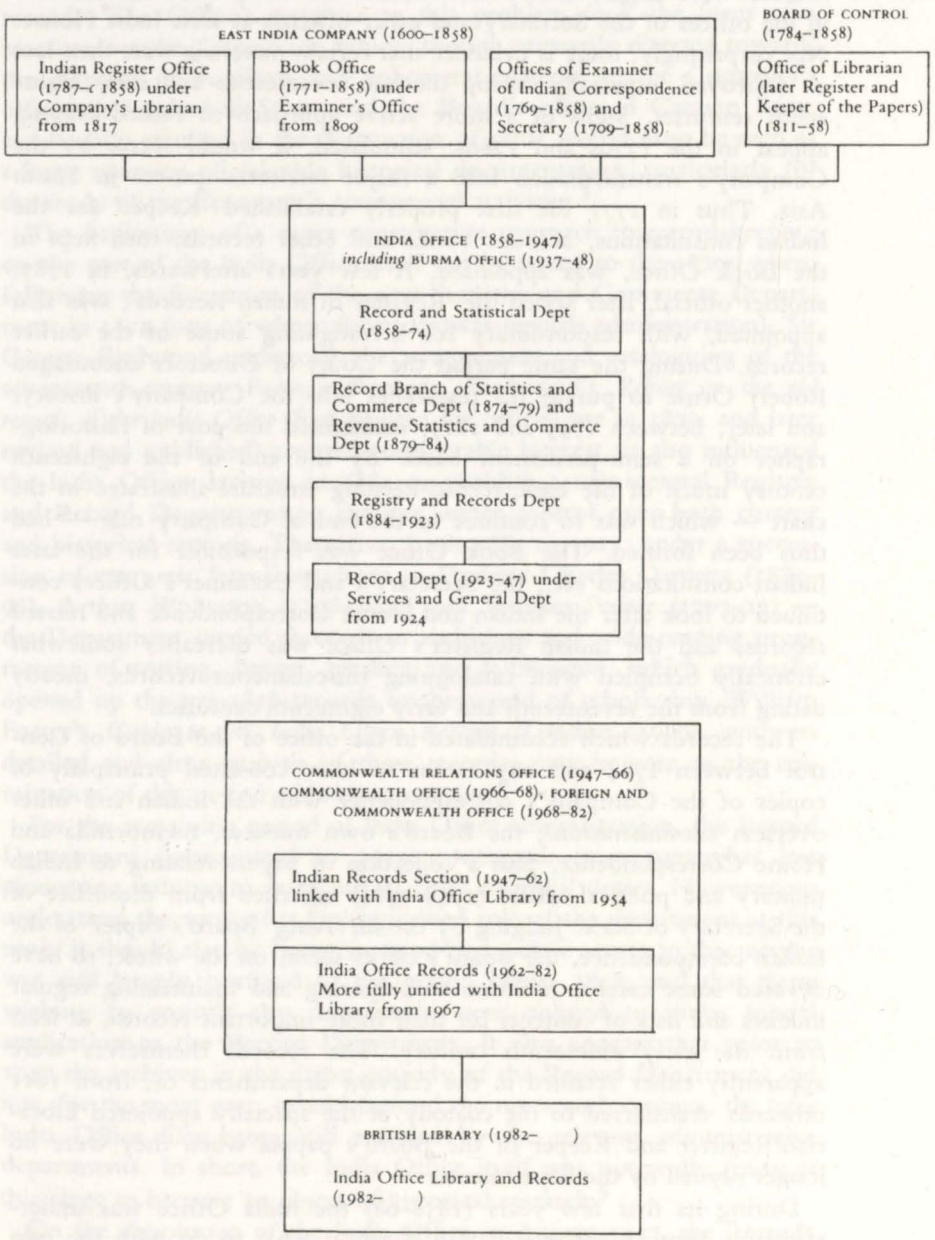
THE ADMINISTRATIVE EVOLUTION OF THE RECORDS

The historical chart on p.xi depicts in simplified fashion the main succession of departments responsible for the administration and care of the Records from the eighteenth century to the present. This chart requires some further clarification and commentary, particularly to indicate how the present character and arrangement of the Records have grown out of earlier arrangements and policies. Additional brief notes on the development and functions of the various departments shown in the chart are also provided in Part One of this *General Guide*.

The East India Company began to take a sustained and positive interest in the maintenance of its historical records from the second

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The Administrative Descent of the India Office Records



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half of the eighteenth century onwards. Before this it appears that the records were largely left to accumulate with fairly minimal attention in the offices of the Secretary and other officials at East India House. Not surprisingly, there is evidence that certain materials were then lost or destroyed, especially during the late seventeenth and early eighteenth centuries. Signs of a more active approach to record-keeping appear in the 1770s and 1780s, stimulated, it would seem, by the Company's transformation into a major territorial power in South Asia. Thus in 1771 the first properly established 'Keeper' for the Indian consultations, account books and other records, then kept in the Book Office, was appointed. A few years afterwards, in 1787, another official, later styled the 'Register of Indian Records', was also appointed, with responsibility for investigating some of the earlier records. During the same period the Court of Directors encouraged Robert Orme to pursue his researches into the Company's history, and later, between 1793 and 1817, maintained the post of Historiographer on a semi-permanent basis. By the end of the eighteenth century much of the basic record-keeping structure illustrated in the chart — which was to continue to the end of Company rule — had thus been formed. The Book Office was responsible for the later Indian consultations etc., the Secretary's and Examiner's Offices continued to look after the Indian and Home Correspondence and related records, and the Indian Register's Office was thereafter somewhat erratically occupied with cataloguing miscellaneous records, mostly dating from the seventeenth and early eighteenth centuries.

The records which accumulated in the office of the Board of Control between 1784 and 1858 seem to have consisted principally of copies of the Company's correspondence with the Indian and other overseas administrations, the Board's own minutes, memoranda and Home Correspondence, plus a collection of papers relating to Indian military and political affairs (1748–1784) inherited from the office of the Secretary of State. Judging by the surviving 'Board's copies' of the Indian corespondence, the Board's clerks seem, on the whole, to have devoted some careful attention to preparing and maintaining regular indexes and lists of contents for their more important records, at least from the early nineteenth century. The records themselves were apparently either retained in the relevant departments or, from 1811 onwards, transferred to the custody of the specially appointed Librarian/Register and Keeper of the Board's papers when they were no longer needed by the departments.

During its first few years (1858–68) the India Office was understandably more preoccupied with deciding what to do with the two

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vast archival accumulations it had inherited from the Company and the Board than with formulating a positive programme for its own records. The Office's response to this problem took the form of a massive 'weeding' operation which, though primarily directed towards the disposal of duplicate and ephemeral material in the Company's offices in Leadenhall Street and the Board's office in Cannon Row, incidentally resulted in the destruction of what would now be seen as a large quantity of valuable historical documentation, particularly for the study of the Company's commercial activities.[3]

The beginnings of a more constructive approach to record-keeping on the part of the India Office itself can be traced to the 1870s when, following the formation of the new Statistics and Commerce Department in 1874 (one of whose functions was records administration), Sir George Birdwood undertook the arrangement and cataloguing of the seventeenth-century Factory Records. Birdwood's *Report on the old records of the India Office* (first printed for official use in 1879, and later revised and published) aroused considerable interest. It also influenced the India Office decision in 1884 to establish a new central Registry and Record Department to exercise wider control over both current and historical records. Thereafter, from 1884 to 1923, under a succession of energetic Superintendents — Frederic Charles Danvers (1884–98), Arthur Wollaston (1898–1907) and William Foster (1907–23) — the Department carried through an ambitious and wide-ranging programme of sorting, listing, binding and publication, which gradually opened up the pre-1858 records to the world of scholarship. William Foster's *Guide to the India Office Records* (London, 1919), with its detailed and clear analysis of these records, may be seen as the culmination of this period of 'intense activity'.[4]

For the remaining period of India Office administration, the Record Department (reorganized in 1923) continued, in a somewhat less pioneering fashion, to carry out its basic custodial duties. However, to understand the somewhat circumscribed role of the department at this time, it should also be borne in mind that public access to the records was still largely confined to the period before 1858, and that those wishing to consult any documents were obliged to make special application to the Record Department. It also appears that prior to 1947 the archives in the direct custody of the Record Department did not, for the most part, extend beyond the nineteenth century, the later India Office files being still retained by the relevant administrative departments. In short, the India Office itself was not really ready at this stage to become an object of historical research.[5]

On the dissolution of the India Office in August 1947, the Records

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(along with the India Office Library) passed under the control of the Commonwealth Relations Office. The history of the Records since then can be more easily traced through a number of officially published reports.[6] Essentially, it is the story of the gradual development of a small department, staffed by non-specialist civil servants, primarily concerned with maintaining a reference collection for official, rather than public, use, into a larger, more open and active institution, professionally staffed and principally occupied in both conserving the records and making them freely available to a growing public. Three main aspects of this process of institutional evolution may be usefully distinguished here. First of all — and perhaps most important — was the expansion of the staff of archivists, historians and conservators which began with the appointment of Joan Lancaster in 1960, the first professional archivist to have charge of the Records. It then became possible for the department to organize and sustain programmes for the production of much-needed new lists, guides and other publications (including the published series of documents dealing with the Transfer of Power), as well as arranging for the repair of many hundreds of fragile records. Secondly, particularly during the period from 1947 to 1967, the IOR gradually took over responsibility for all the surviving records of the India Office down to 1947, many of which had previously been managed by their parent departments and later left, more or less forgotten, in obscure rooms and cupboards throughout the old India Office building. Finally, a further expansion of the Records was accomplished during the same period as a result of the Foreign Office decisions to deposit in the IOR large accumulations of archives from various overseas agencies — in Aden, the Gulf, Kabul and Katmandu, etc. — which had previously been administratively connected with the India Office.

The more recent history of the India Office Records has been dominated by two events of fundamental significance. In the first place, there was the transfer of the Records — together with the India Office Library with which the Records were increasingly associated — from the old office in Westminster to the new building in Blackfriars Road, London SE1 in 1967. This effectively transformed the whole historic archive into a modern record office, repository and centre for research.[7] Fifteen years later in 1982, the traditional links between the India Office Library and Records and the Foreign and Commonwealth Office — the IOLR's parent body since 1947 — were virtually ended and the administration of both the Records and the Library was transferred to the British Library.[8]

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This is the first attempt to provide a full-scale explanatory guide to the India Office Records since the publication of William Foster's *Guide to the India Office Records 1600–1858* in 1919. As such it is not meant to supersede entirely the work of Foster, which remains immensely valuable for its detailed treatment of the pre-1858 records and of the development of the East India Company's secretariats in South Asia, etc. The new *General Guide* does, however, incorporate some extensive revisions of the data presented by Foster, as well as taking into account more recent changes in the way in which the older records are arranged and referenced. More significantly, it aims to introduce and describe for the first time the records of the India Office (1858–1947) and the Burma Office (1937–48), plus related materials, which were not covered by Foster's *Guide*. Private Papers, though now administered by the India Office Records in the European Manuscripts section, have been excluded from the scope of this *General Guide* because of their distinct quality and the fact that they are in any case being dealt with in other publications.

The *General Guide* is divided into two main parts. The first is primarily concerned with the administrative background to the records, conceived of in fairly broad fashion as embracing the organization and procedure of the East India Company's London headquarters, the Board of Control, the India Office and the Burma Office. The underlying aim has been to provide a sufficiently full and explanatory account of these offices to enable researchers to make sense of individual documents or series in the India Office Records, and to understand their significance within the overall pattern of the contemporary systems of administration of which they formed a part. Each fairly detailed analysis of the structure and functioning of the principal offices is also preceded by a brief sketch of the general historical background. These sketches are intended mainly for non-specialist users of the Records and may, of course, be consulted or dispensed with as necessary.

The second part of the *Guide* is devoted to the archives themselves. It takes the form of a descriptive inventory of the principal classes/series and briefly records their provenance and quantity, covering dates and internal arrangement. For the convenience of users, the descriptive entries have been extended to include fairly full accounts of the main subjects treated in the records concerned (even though this sometimes involves repeating administrative data contained in Part One). All such topics are then picked up in the general index, which

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should thus serve as a way through the archival labyrinth — a place where the newcomer can begin to see what and where are the most likely sources for the subject of his or her enquiries.

In some respects the present *Guide* does not, unfortunately, go as far as it should in describing the nature of certain records or their administrative contexts. This is particularly true of the treatment accorded to the development of the governments and offices established in South Asia, etc., as distinct from the central institutions based in London, and the corresponding descriptions of the Indian Proceedings (pp.218–247) and the Indian Residency Records (pp.252–253), etc. These omissions reflect gaps in the present state of our knowledge of these materials. It is hoped to repair them in later, more specialized, publications.

Lastly, it may be mentioned that the India Office Records also plans to issue a comprehensive list of the principal office-holders in the Company, the Board, the India Office and the Burma Office, as a supplement to the present *Guide*.

Notes

1. For a brief account of the European Manuscripts, *see* India Office Library and Records, *Select list of private collections in the European Manuscripts* (London, 1985).
2. Microfilms of archival material from South Asia so far received in the India Office Records through the official exchanges include (from India) the Provincial Fortnightly Reports (1907–21), and the Part A, B and Deposit Proceedings of the Government of India Home (Political) Department (1907–21). From Pakistan the IOR has received a large part of the papers of Mohammad Ali Jinnah (1876–1948), plus miscellaneous reports on revenue and public works policies in Punjab (late nineteenth and early twentieth centures).
3. Details of the records destroyed by the India Office *c* 1860 are given in Home Miscellaneous Series, H/722.
4. J.C. Lancaster, 'The India Office Records' (*Archives,* Apr 1970), ix (43), p.130.
5. A useful assemblage of correspondence and minuting concerning the official rules of access to the India Office Records, *c* 1915–1949, is contained in Record Department Files, L/R/7, File 737/1933.
6. *India Office Records Report for the years 1947–67; see* also the *Annual Reports of the India Office Library and Records,* 1967 to date.
7. J.C. Lancaster, 'The India Office Records and the India Office Library: the move to a new building" (*Archives,* Apr 1969, ix (41), pp.2–10).
8. The current legal and administrative status of the India Office Records is rather complex. Thus, legally, the Foreign and Commonwealth Office remains ultimately responsible for the Records, even though the whole management of the IOLR was transferred from the FCO to the British Library in April 1982. The Records also form part of the public records of the United Kingdom, and as such are made available under the Public Records Acts and by agreement with the Lord Chancellor. For a general account of the more recent activities of the India Office Records, *see* Martin Moir and Ray Desmond, 'South Asian materials in the India Office Library and Records' in *The British Library Occasional Papers 7, South Asian Studies,* ed. A. Gaur (London, 1986).

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PART ONE

The Administrative Background

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THE FIRST EAST INDIA COMPANY (1600–1709) AND THE NEW COMPANY (1698–1709)

HISTORICAL BACKGROUND

As first established by royal charter on 31 December 1600, the East India Company (or, more properly, 'The Governor and Company of Merchants of London Trading into the East Indies'), was granted exclusive rights to trade across the world 'beyond of the Cape of Bona Esperanza to the Straits of Magellan'.[1] Much of the subsequent history of the Company during the seventeenth and early eighteenth centuries may be seen as a struggle to uphold and realize these special powers. Thus in Britain itself the period was characterized by the Company's more or less continuous efforts to maintain state support for its privileged monopoly in the face of rival trading groups — with one of which, the so-called New Company, a union was eventually effected. Overseas, the struggle involved the formation of a peculiar pattern of trade and settlement in the East — a pattern that was fashioned especially through conflicts with other European trading rivals, and with Asian powers, as well as through the perception and exploitation of new markets and the effects of fluctuating economic conditions in South Asia. Although these two broad aspects of the Company's development are obviously bound up together, the main stages in each process are for the purposes of clarity outlined separately below.[2]

Developments in Britain

The domestic history of the first East India Company, and in particular of its struggle to preserve state support for its privileged rights over trade with the 'Indies', may be very roughly divided into two periods, from 1600 to 1657, and from 1657 to 1709. During the first period the Company's difficulties arose from various factors, especially the weaknesses of its own economic and financial organization, combined with the attacks of other commercial groups seeking to breach its monopoly, and the growing political instability of the country itself, leading through the Civil War to the Commonwealth and

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Protectorate. Thus the Company's earliest trading ventures were entirely organized on the basis of successive separate voyages, and it was not until 1613 that overlapping 'joint-stocks' lasting several years (viz. 1613–21, 1617–32 etc.) were introduced to provide a somewhat stronger and more stable commercial basis. Even so — and despite the profitability of many of its voyages and joint-stocks — the Company's finances become increasingly insecure especially during the 1630s and 1640s. Renewed attempts to recoup with more separate and short ventures (eg. to Iran) organized along with the longer joint-stocks, though not unsuccessful, also had the negative effect of bringing further financial confusion into the Company's accounts. At the same time rival 'interloping' merchant groups, such as the Courteen Association (founded 1635) became more successful in obtaining royal or Council of State support for their own trading ventures, culminating in the opening up of the eastern trade to private merchants between 1654 and 1657. From the overall effects of these developments the Company was effectively rescued by Cromwell's Charter of 1657 which not only renewed its trading privileges but put them on a sounder commercial footing by substituting a permanent joint-stock for the plethora of temporary ventures previously employed.

The new security which Cromwell's Charter inaugurated for the Company was broadly confirmed by Charles II's Charter of 1661 which generally endorsed the permanent joint-stock trading system, whilst also conferring significant new powers on the Company and its overseas settlements, eg. the powers to administer civil and criminal justice, to coin money, to raise armed forces for the protection of its trade, and — not least — to arrest and repatriate interlopers. However, although the Company's new powers and strengthened commercial structure (allied to the efforts of its overseas agents) brought growing profits to its shareholders, the long-term effect of these successes was to undermine the Company's position by raising once more the envy and enterprise of its competitors. If the Company merchants could make such profits why should these be denied to outsiders? Thus, despite further royal charters confirming its privileges in 1677, 1683 and 1686, the Company became increasingly embroiled in a bitter struggle with the aspiring interlopers, fought out during the 1680s in its own assemblies and in the law courts, and later, during the 1690s, in Parliament itself.

Finally, with the government of William III badly in need of funds, the stage was set for a major challenge to the Company's position. This challenge was duly and decisively delivered by the Company's opponents in the form of the Act of 1698 (9 & 10 Will. III, c.44),

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which, in return for a massive loan to the government, granted monopoly rights to the East India trade to a New 'General Society' — rights which were somehow to be exercised concurrently with the similar powers still enjoyed by the Old Company. Under the terms of this Act, the opponents of the Old Company further obtained a charter from the King incorporating themselves as the 'New' joint-stock East India Company, 'the English East India Company trading to the East Indies'. Faced with this mounting threat, the members of the Old Company, in a skilful counterstroke, succeeded in exploiting the flexible terms of the 1698 settlement with the 'General Society' to obtain fresh legitimacy for their own trading activities and, by 1700, a further statutory extension of these powers. In these circumstances only a merger between the competitors seemed to offer a solution. The gradual progress towards this solution was initiated in 1702 by the formation of a joint management for the two companies, and continued via a further Act of Paliament (6 Anne, c.71) and Lord Godolphin's award in 1708. It was eventually completed in 1709 with the surrender of the Old Company's charters and the amalgamation of the two bodies as 'The United Company of Merchants of England trading to the East Indies'.

Overseas trade and settlement

The East India Company's initial efforts to concentrate on and develop direct trade with the Spice Islands and the Malay Archipelago by establishing local factories or trading centres soon proved hard to sustain, partly because of the lack of markets for English goods but, more particularly, because of the growing strength of the Dutch East India Company in the region and its resistance to English competition. Thus the Amboina Massacre of 1623 (in which a group of English merchants and their servants were killed on the orders of the local Dutch governor) was followed in 1628 by the English Company's withdrawal from Batavia to Bantam in Java, and the closure of other factories in the Islands. Thereafter, although the Company's trade in the Archipelago still continued with fluctuating success — controlled first from the Presidency at Bantam (till 1682) and later (from 1684) from Fort Marlborough (Bencoolen) in Sumatra — the main focus of the Company's commercial endeavours gradually shifts from the region by the middle years of the seventeenth century. Somewhat earlier attempts to open up trade with Japan through the Hirado factory (1613–23), and with Thailand, at Ayutthaya and Patani, had

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also failed by the 1630s, and it was therefore to the Indian Subcontinent that the Company turned with increasing deliberation for a way out of its difficulties.

The Company's trade in India, which may be said to 'take-off' with the establishment of the factory at Surat in 1613, was primarily directed during the seventeenth century towards the purchase of cotton piece-goods for import to England, for increasingly profitable re-export to Europe, and also for use in the 'country trade' with other parts of Asia. Other Indian commodities, such as silks, pepper, indigo and saltpetre, also became of growing interest and value to the Company during this period. By the middle of the century the Company's India trade was organized into three main areas — the western coast controlled from Surat Presidency, the Coromandel coast directed from Fort St George (Madras), and, more tenuously, in Bengal and Orissa at factories such as Balasore and Hugli. On the western side the importance of the Surat Presidency gained through the opening up of Company trade with Iran from the 1620s, and from the cessation of English hostilities with the Portuguese from 1635 onwards. During the 1630s factories subordinate to Surat were then set up elsewhere in western India — at Tatta, Baroda and Ahmedabad — and later in the 1640s at Basra in the Gulf, and in the Red Sea at Mocha and Suakin. Surat remained the headquarters of the Company's western Indian trade until 1687 when it was succeeded by Bombay, which had been leased to the Company by the Crown in 1668 and since then, despite periodic threats from Mughals and Marathas, had grown in population, civil and military power and strategic significance.

Though the Company had started to trade on the Coromandel Coast virtually at the same time as on the western coast, it was through the acquisition of Madras in 1640 (christened Fort St George in 1641) that it secured a suitable base for the expansion of this trade. By 1684 Madras was formally raised to the level of a Company Presidency, with responsibility for several factories on the coast (Porto Novo, Cuddalore and Vizagapatam) as well as for factories further north in Bengal.

The Company's connection with Bengal and Orissa, and with the Bay of Bengal generally, was the last of three main areas of trade to be firmly established. Between 1633 and 1686 several factories were maintained there (eg. at Hariharpur, Balasore, Hugli, Casimbazar, Patna, Dacca and Malda) but, mainly because of frequent disputes with the local Mughal authorities over the conditions for the Company's trade, the position of these factories remained insecure and at times (eg. between 1686 and 1690) liable to complete collapse. The

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establishment of the permanent settlement at Calcutta in 1690, and the subsequent construction of Fort William there, provided the necessary strategic centre for commercial stability, and by 1700, the Governor and President of Fort William was recognized as the controlling Company authority in Bengal, independent of Madras.

By the beginning of the eighteenth century the East India Company had thus succeeded in consolidating its commercial hold on the Subcontinent. Moreover, whilst not as yet in any significant sense a territorial power in South Asia, able for instance to withstand the forces of a united Mughal Empire, the Company had already established a firm administrative structure for its activities, based on the three Presidencies of Bombay, Madras and Calcutta — a structure that was later to prove capable of immense development. Beyond the confines of India, the Company had also created a profitable trading empire from the Red Sea to the China Sea, the last, and to some extent, key element in which, viz. the opening up of the tea trade with China, being successfully negotiated at Canton by the early years of the eighteenth century.

THE ORGANIZATION OF THE COMPANY'S HOME ESTABLISHMENT[3]

In contrast to the later East India Company, with its cumbrous association with the Board of Control, the chief administrative asset of the early Company was, as Holden Furber has pointed out, 'its simple organization'.[4] Thus, essentially, the first Company comprised a large body of shareholders or members (later referred to as the Company's proprietors)[5] who annually elected twenty-four directors, then known as 'committees', together with a Governor and Deputy Governor. The exact relationship between the General Court of shareholders and the Court of Committees fluctuated during the seventeenth century but broadly it may be said that the latter body formed the executive part of the Company, to which the daily conduct of its affairs was entrusted, whilst the former — the General Court — exercised reviewing or ratifying functions. The General Courts, at which the shareholders debated the Company's business, were normally held at quarterly intervals, though provisions also existed for the convening of additional meetings. Prior to the formation of the permanent joint-stock in 1657 all the Company's shareholders were apparently entitled to attend and vote at General Courts. Thereafter, the exercise of a vote was confined to those in possession of at least £500 of Company stock, with each additional £500 carrying an extra vote, and with the

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possibility, in the case of smaller shareholders, of acquiring a joint vote by the pooling of stock to make up the necessary £500.

One of the most important powers exercised by the General Courts was that of annually electing the Court of Committees and the Governors.[6] Under the Company's first royal charters (1600 and 1609) these elections took place at the beginning of July but this was altered by the 1661 Charter to a date between 10 and 30 April. Once elected, the Court of Committees usually met at least once a week to maintain tight control over the Company's affairs — a control which was generally defined in the seventeenth century charters in terms of the organization of voyages, the provision of shipping, the sale of goods brought back from the Indies, and the appointment and instruction of the officers responsible for the Company's overseas presidencies and factories. In order to manage these and other detailed aspects of its business, the Court also appointed small groups of its members to committees (in the modern sense), aided, where necessary, by paid employees. By the 1660s and 1670s as the Company's organization became generally more stable, these committees began to take on a less fluctuating and more permanent character, and are regularly identified in the Court Minutes as being responsible for matters such as Accounts, Buying Goods, Coast and Bay, Lawsuits, Private Trade, Shipping, Surat, Treasury, and Writing Letters — each committee being answerable to the Court as a whole.[7] By 1695, following the terms of the 1694 Charter, it was evidently decided that the members of committees of this type (with some changes in function and name), should be annually appointed by the General Courts.[8] The Court Minutes then regularly record the appointment of these committees in May each year until 1703.

A committee of a rather special kind, destined to play a very important role in the Company's history, made its appearance during the 1680s and again fairly regularly between 1695 and 1709. This was the Secret Committee or Committee of Secrecy, consisting of between three and six senior directors initially invested with wide powers to direct the Company's military, naval and political affairs in India during the conflict with the Mughal Empire, but later charged with issuing secret instructions for the protection of Company shipping during the long war with France.[9]

As already mentioned, the Company employed in its home establishment a number of paid officials, clerks, artisans and labourers etc. to assist the Court in the management of its trade. The most important of these officials during the seventeenth century were as follows (in alphabetical order):

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Accountant A chief Accountant or Accountant General was regularly appointed from 1623–24 to take charge of the main books of account, this work having been previously carried out by one or two book-keepers. The growing importance of the Company's accounting system is reflected in the increase in the Accountant General's staff that takes place from the later seventeenth century onwards.[10]

Auditor Several auditors drawn from its own shareholders were initially appointed by the Court but these were succeeded by two paid auditors in 1621, and between 1635 and 1687 by a salaried Auditor responsible for examining the accounts received from the overseas factories. Thereafter the post was only intermittently filled and much of the work evidently devolved onto the Accountant General.[11]

Clerks to committees were regularly nominated to handle the business of the various committees of directors during the later seventeenth century, and, in particular, from 1674–76, to keep records of their proceedings.[12]

Paymaster of Seamen's Wages First referred to in 1622, the Paymaster became an important member of the Company's establishment; later (from about 1676) he regularly acted as Clerk to the Committee of Shipping.[13]

Remembrancer This officer was appointed between *c* 1618 and 1641 as a kind of Assistant Secretary to the Company, an intermediary between the Court of Committees and the Secretary on the one hand, and the individual 'committees' and officials on the other, to ensure that the Court's instructions were carried out.[14]

Secretary The most important of the Company's paid officers, the Secretary first appears in 1600–1601 and throughout the seventeenth century records. He was responsible especially for recording the proceedings of the Court of Committees and of the General Courts, for preparing the Company's more significant letters, and generally for implementing the Court's decisions. He was also involved in the registration and transfer of Company stock.[15]

Solicitor The Company regularly retained the services of a solicitor in private practice from *c* 1607, to give legal advice, acting later in association with a Standing Counsel (from about 1684).[16]

Treasurer/Cashier A particularly important post between 1600 and 1653, concerned with the overall management of Company finances, and usually held by one of the Court's 'committees (ie. directors) or a person of similar standing; thereafter the Treasurer's post was in effect

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abolished and its specifically cash-keeping functions entrusted to a Chief Cashier acting under the supervision of the Committee of Treasury.[17]

Writer of Letters An official specially responsible for preparing letters to the Company's overseas factories etc., *c* 1640–76. These duties were later transferred to the Secretary's Department. It is clear that both the Writer's and the Secretary's drafts were carefully supervised by the Court's 'committees'.[18]

The first Company's main establishment was situated in the City of London — in Philpot Lane, Fenchurch Street from 1600 to 1621, in Crosby House, Bishopsgate Street from 1621 to 1638 and in Sir Christopher Clitherow's House in the angle of Leadenhall Street and Lime Street between 1638 and 1648. Finally, in 1648, it was shifted to an adjoining property in Leadenhall Street known as Craven House but later usually referred to simply as East India House.[19]

Besides its main office, the Company also maintained various other establishments in or around London. During the first half of the seventeenth century, for instance, there were two principal dockyards at Deptford and Blackwall for building and repairing the Company's ships. These docks were both discontinued soon after the Company committed itself, from about 1639 onwards, to freighting instead of building its vessels.[20] In addition, several warehouses for storing imported goods were owned or rented in the City of London in the vicinity of East India House. An almshouse or hospital was also established in Poplar in 1627 for the relief of poor, elderly or disabled ex-seamen of the Company, and, close by, a Company chapel was constructed by 1654 (now the church of St. Matthias) for the use of the Poplar pensioners and the local populace.[21]

The preceding analysis refers, of course, primarily to the organization and home establishment of the first East India Company before its final amalgamation with the New Company in 1709. The essential structure of the New Company itself, based largely on William III's Charter of 1698, only differed in certain relatively minor constitutional and administrative respects. Thus, as with the Old Company, the New Company's executive body consisted of twenty-four directors (no longer called 'committees') elected by the proprietors or shareholders. However, the date for the directors' annual election was slightly altered so as to fall between 25 March and 25 April, and each proprietor was limited to exercising only one vote based on the minimum possession of £500 of Company stock. At the same time the New Company's Charter made no mention of the separate appointment of Chairmen or Governors, and in practice the New Company directors

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at first adopted the somewhat unusual system of arranging for each of their number to act as Chairman in turn for one week only. The 1698 Charter did, however, make specific provision for the appointment of committees of directors, and a small number of such committees were accordingly annually appointed by the Court of Directors at the end of April immediately after the Court's election. By 1705 the names of these committees were:

Accounts and Correspondence
Shipping
Warehouses
Treasury[22]

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Notes

1. The more important royal charters granted to the East India Company, by which its powers were periodically defined and renewed, are conveniently assembled in John Shaw's *Charters relating to the East India Company* (Madras, 1887).
2. For the East India Company's overall development and activities during this period, *see* H. Furber, *Rival empires of trade in the orient 1600–1800* (London, 1976); K.N. Chaudhuri, *The trading world of Asia and the English East India Company 1600–1760* (Cambridge, 1978); K.N. Chaudhuri, *The English East India Company: the study of an early joint-stock company 1600–1640* (London, 1965); H. Dodwell, *The Cambridge History of India*, vol.5 (Cambridge, 1929), pp.76–116.
3. For the Company's home establishment in particular, *see* W. Foster, *The East India House. Its history and associations* (London, 1924); W. Foster, *John Company* (London, 1926); W.N. Sainsbury, *Calendar of State Papers, Colonial series, East Indies, etc.* 1513–1634 5 vols (London, 1862–92); E.B. Sainsbury, *A calendar of the Court Minutes etc. of the East India Company* 1635–1679 11 vols (Oxford, 1903–38); *The lawes or standing orders of the East India Company* (1621).
4. H. Furber, *Rival empires of trade in the orient 1600–1800* (London, 1976), p.38.
5. For the various forms of membership of the first East India Company, and the relationship between "freemen" and shareholders, *see* W. Foster, *The East India House. Its history and associations* (London, 1924), p.8, and K.N. Chaudhuri, *The English East India Company etc.* (London, 1965), p.33.
6. Various regulations existed to restrict the same committees (ie. directors) from being re-elected year after year. For example, it was customary between 1623 and 1657 for six committees to retire each year to make way for new men; thereafter the practice was changed to ensure that at least eight new committees were chosen each year.
7. *See*, for example, the committee minutes from 1669 to 1680 included in Court Minutes, B/29; *see* also E.B. Sainsbury, *A calendar of the Court Minutes etc. of the East India Company 1668–1670* (Oxford, 1929), p.iv.
8. Court Minutes, 6 May 1695, B/41, pp.6–7.
9. C.H. Philips, "The Secret Committee of the East India Company" (*Bulletin of the School of Oriental Studies*, 1940, x, pp.299–315, 669–716).
10. W.N. Sainsbury, *Calendar of State Papers, Colonial series, East Indies etc. 1622–1624*, p.113, and *1625–1629*, p.144; for the Company's accounting practices *see The lawes or standing orders of the East India Company* (1621), pp.66–68, also Court Minutes, 12 Aug 1666, B/26, pp.816–819.
11. W.N. Sainsbury, *Calendar of State Papers, Colonial series, East Indies etc. 1617–1621* (London, 1870), p.442; E.B. Sainsbury, *A calendar of the Court Minutes etc. of the East India Company 1635–1639* (Oxford, 1907), p.11; W. Foster, *The East India House, Its history and associations* (London, 1924), pp.8–9. For the work of the Auditor's Office in the later seventeenth century *see* Court Minutes, 24 Nov 1676, B/34, pp.153–155.
12. E.B. Sainsbury, *A calendar of the Court Minutes etc. of the East India Company 1674–1676* (Oxford, 1935), pp.48 and 303–304.
13. W.N. Sainsbury, *Calendar of State Papers, Colonial series, East Indies etc. 1622–1624* (London, 1878), p.26 (under William Hurst); E.B. Sainsbury, *A calendar of the Court Minutes etc. of the East India Company 1674–1676* (Oxford, 1935), p.304 (under Thomas Lewes).
14. W.N. Sainsbury, *Calendar of State Papers, Colonial series, East Indies 1617–1621* (London, 1870), p.229; E.B. Sainsbury, *A calendar of the Court Minutes etc. of the East India Company 1640–1643* (Oxford, 1909), pp.63, 67 and 149. John Capper, the

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Company's Remembrancer, was also instructed in 1640 to enter all reported errors or misdemeanours of East India Company officers in a black book and all commendations in a white book. Neither volume has apparently survived. *See* also *The lawes or standing orders of the East India Company* (1621), p.13.

15. W.N. Sainsbury, *Calendar of State Papers, Colonial series, East Indies etc. 1513–1616* (London, 1862), pp.107, 131 etc. (under Richard Wright); *The lawes or standing orders of the East India Company* (1621), pp.12–13; W. Foster, *The East India House. Its history and associations* (London, 1924), pp.83–84 and 86; K.N. Chaudhuri, *The English East India Company etc.* (London, 1965), p.38.
16. W.N. Sainsbury, *Calendar of State Papers, Colonial series, East Indies 1513–1616* (London, 1862), p.150; Court Minutes, 23 Apr 1683, B/37, p.136; also Court Minutes, 30 Apr 1684, B/38, p.2.
17. E.B. Sainsbury, *A calendar of the Court Minutes etc. of the East India Company 1650–1654* (Oxford, 1913), p.xix; K.N. Chaudhuri, *The English East India Company etc.* (London, 1965), p.38.
18. E.B. Sainsbury, *A calendar of the Court Minutes etc. of the East India Company 1644–49*, p.32, and *1674–1678*, p.310.
19. W. Foster, *The East India House, Its history and associations* (London, 1924).
20. W. Foster, *John Company* (London, 1926), pp.137–152.
21. *Ibid*, pp.153–184.
22. Court Minutes, 27 Apr 1705, B/45, p.89.

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THE EAST INDIA COMPANY (1709–1858) AND THE BOARD OF CONTROL (1784–1858)

HISTORICAL BACKGROUND

The United East India Company,[1] which emerged in 1709 from the union of the Old and New Companies, was a much stronger body than its immediate predecessors — stronger through its unity and the absence of effective domestic 'interlopers', and stronger in its capital resources, state support and the commercial potential of its overseas trade. The complex overall development of the Company during the next century and a half, including phases of unparalleled wealth and territorial power, major transformations in its central objectives and organization, and, eventually, increasing subordination to government control, can best be outlined briefly by sketching developments in Britain and overseas trade and expansion separately, despite their obvious interconnections.[2]

Developments in Britain

As a result of the terms of the union of the two companies, the original Charter granted to the New Company on 5 September 1698 became the legal and constitutional source of the United Company's powers and privileges. This Charter likewise defined the general structure of the United Company, consisting of twenty-four directors elected by a body of proprietors (*see* pp.23–25). However, it is also important to notice the crucial part played by statute both in creating the prior framework for the New Company (through 9 & 10 Will. III, c. 44) and facilitating the actual union settlement. This set a precedent, and Acts of Parliament became the recognized method by which the Company's chartered privileges could, from time to time, be extended or reviewed, and also conceivably modified or curtailed. During the first half of the eighteenth century a series of Charter Acts were passed at varying intervals — 1711, 1730, 1744 — each guaranteeing the Company's rights for a further term of years, after the expiry of which another piece of legislation was required. On each of these

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occasions, though unsuccessful attacks were made on the Company's monopoly by rival merchant groups, no serious attempt was made to use Parliamentary authority to force through any significant changes in the Company's powers or internal affairs, beyond obliging it to make special contributions to the public treasury and large public loans repayable at low rates of interest. And for as long as the Company continued to be primarily a profitable trading organization, able to contribute effectively to national finance, this general pattern continued.

The turning-point in the Company's relations with the state, and the beginning of the process that led to fundamental changes in its organization and restrictions on its independence, can arguably be dated from 1765 when, following Clive's victories in Bengal, the Company gained control over the revenues of Bengal, Bihar and Orissa. From being a mainly commercial body with a few territorial possessions, the Company was thus transformed into a major South Asian land power. This change, accompanied by evident abuses, administrative confusion and financial losses, naturally led to vastly increased public and Parliamentary interest in its activities, prompted by a variety of motives — humanitarian, commercial, constitutional, party-political and personal. For the time being, however, the Company's exclusive trading rights were renewed in 1766 for a further term (until 1780), and it was not until after the Parliamentary investigations of the late 1760s and early 1770s that Lord North's Regulating Act of 1773 (13 Geo. III, c. 63) brought the first radical state intervention in the Company's internal affairs. However, although North's Act introduced some changes in the mode of directors' elections and the powers of the proprietors, and also provisions instructing the Company to supply copies of its Indian Letters to the Treasury and the Secretary of State, the main thrust of the legislation was directed more at the government and judicial administration in Bengal than at the Company's London administration.

As far as major alterations in the structure and functions of the Company's home government are concerned, the fundamental change was effected in 1784 when Pitt's India Act (24 Geo. III, s. 2, c. 25) established the Board of Commissioners for the Affairs of India (usually known as the Board of Control or the India Board), appointed by the Crown and invested with the power to 'superintend, direct and control' the Company's civil and military government and the business connected with its Indian revenues. Under this arrangement, the directors of the Company continued to exercise their trading privileges, to appoint their own overseas officers and to corres-

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pond with their subordinate authorities in the Sub-continent and elsewhere, but their appointments of governors and commanders-in-chief were subject to Crown approval and they were also obliged to send copies of incoming Indian letters to the Board for information and to submit outgoing despatches for the Board's approval and possible alteration before issue. The Board was further empowered firstly to send its highly confidential instructions to India on matters of war, peace and diplomacy through the medium of the special Secret Committee of the Company's Court of Directors (*see* p.27) and secondly to call upon the Court of Directors to prepare and submit for approval despatches on any subjects connected with the civil or military government of their overseas territories.

With the enactment of these first statutory curtailments of the Company's independence the way was opened for further public and Parliamentary probings of the Company's role. Was it right for the Company to continue with its privileged commerce now that it had acquired such wide governmental responsibilities? If not, should it surrender all or part of its commercial operations? These were questions which free traders, philosophic radicals and others were now ready to press home. And beyond them lay the even more basic enquiry: should the state, instead of merely seeking to control the Company through the new Board, actually take over complete responsibility for the Indian empire? The regular succession of Charter Acts passed between 1793 and 1853 gradually put forward answers to these questions, and on each occasion the Company was compelled to pay an increasing price for its diminishing 'chartered' independence. Thus, the Act of 1793 (33 Geo. III, c. 52) consolidated the previous powers conferred on the Board of Control and extended its veto to cover Company proposals for awarding larger salaries or pensions to its officers. The Charter Act of 1813 (53 Geo. III, c. 153) not only further enlarged the Board's financial powers, but also brought to an end the Company's traditional monopoly rights over the trade with India. The Company's similar control of the China trade was withdrawn by the Act of 1833 (3 & 4 Will. IV, c. 85) and at the same time it was also compelled to wind up all its commercial activities (leaving its shareholders with an annuity guaranteed for forty years), and to accept the status of trustee for the Crown in its government of India.

The last Charter Act of 1853 (16 & 17 Vict., c. 95) carried the process of government intervention several stages further by effecting changes in the number and selection of the Company's directors, abolishing the Company's patronage over Indian civil and military appointments, and declaring that its powers were to remain in the

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trust for the Crown not for a further specified term but until Parliament should otherwise direct. Finally, the Act of 1858 (21 & 22 Vict., c. 106) brought this process to a conclusion by making the Crown directly and fully responsible for the Government of India and transferring the remaining powers of the Company and the Board of Control to a Secretary of State assisted by a Council.

Overseas trade and government

The history of the Company's overseas activities, especially in the Sub-continent, may be similarly roughly divided into two broad periods, from 1709 to 1765, when the Company was still primarily a commercial body with few territorial possessions, and from 1765 to 1858, when it became increasingly involved in the government of extensive dominions in South Asia. Each of these broad periods may also be seen to fall into different phases.

During the first part of the first period, which may be said to run from the Treaty of Utrecht in 1713 to the outbreak of war with France in 1744, the Company's overseas trade expanded fairly steadily as a result of the virtual ending of its long-standing conflict with the Dutch, the maintenance of fairly peaceful relations with France, and the decreasing authority of the Mughal Empire in India. In particular, trade with Bengal and Madras tended to increase, as did the Asian country trade generally, whilst further east, the Company's commerce at Canton became firmly established, with the English well ahead of their European competitors. At home all these developments were reflected in rising profits from the import and re-export of Indian piece-goods as well as from the growing western market for Chinese tea.

The outbreak of war with France in 1744 brought this largely peaceful commercial phase to an end and may be said to have initiated a period of transition in the Company's affairs. Thus the French capture of Madras in 1746 led on to a prolonged military and diplomatic conflict in which the English and the French vied to gain the upper hand in the Carnatic and Hyderabad by intervening or taking opposing sides in local Indian dynastic struggles. From this conflict the English Company eventually emerged as successful after the taking of the French centre of Pondichery in 1761 (which was, however, returned to France after the Peace of Paris in 1763).

Meanwhile in Bengal the United Company had become even more decisively entangled in local Indian power-politics, in the course of the

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Nawab Siraj-ud-daula's seizure of Calcutta and other Company factories in 1756, and the successful counter-attack of the Madras relief force led by Clive, culminating in the Nawab's defeat at Plassey in June 1757. What had started in part as an effort to secure the Company's trading privileges in Bengal therefore ended with the Company's *de facto* control over the whole province. This control was initially exercised indirectly through a succession of puppet nawabs until in 1765, under Clive's direction, a measure of legality was conferred by the Mughal Emperor's formal grant of the *diwani* (ie. revenue authority) of Bengal, Bihar and Orissa to the Company, and the subsequent reduction of the Nawab's position to one of titular dignity.

After a few more years' financial and administrative confusion, the Company gradually assumed fuller and more effective responsibility for the government of Bengal under the administration of Warren Hastings (1772–85), and in the process, we may be said to enter fully into the second broad period of the Company's overseas development. Thus the emergence of a more settled form of government in Bengal, combined with the appointment of Hastings as Governor-General in 1773, equipped with certain supervisory powers over the other Indian presidencies, then made it possible for Bengal to provide military aid to the Madras Government during its critical struggle with the rulers of Mysore, and renewed hostilities with the French (1778–83). With historical hindsight, we may perhaps see the conclusion of a general peace settlement with France, Tipu Sultan and the Marathas in 1783–84 as, in effect, marking the consolidation of the East India Company's newly gained Indian territories, and the beginning of a further, if intermittent, phase of imperialist expansion leading to British domination of the entire Sub-continent.

For the purposes of this very brief and simplified sketch, the principal stages in British expansion during the remaining Company period may be summarized as follows:

1792–1801 Extension of the Madras Presidency's control over districts formerly belonging to the rulers of Mysore, Tanjore, Hyderabad and the Carnatic.

1800–1803 Large parts of Oudh, Agra and the districts around Delhi taken from Oudh and the Marathas by Bengal Presidency, which also assumed direct responsibility for the administration of Orissa (1803).

1816–20 Kumaon (1816), Saugur and Nerbudda territories (1817) and Ajmer and Merwara added to Bengal; also a number of districts in

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Western India, previously subject to the Marathas, annexed to the Bombay Presidency (1817–18).

1826 Arakan, Tenasserim and parts of Assam ceded to Bengal by the Burmese.

Thereafter the main annexations during the Company period included: Coorg (1834), Sind (1843), Punjab (1849), Lower Burma (1852), Nagpur (1853), and Oudh (1856).

Apart from these directly annexed and administered territories, the Company's Indian government, led especially by Governors-General from Wellesley (1798–1805) to Dalhousie (1848–56), also gradually established a range of protected states across the Sub-continent, notably in Rajputana, Punjab, Kashmir, Central and Western India, Hyderabad, Mysore and Travancore. Essentially the rulers of such states were allowed to retain responsibility for their internal government, but were compelled to accept the presence of British residents or agents (who might advise and even occasionally intervene), and were disallowed from entering into independent external relations.

The forms of government adopted by the Company for its Indian possesions during this long period (1765–1858) also reflect the basic changes that occurred as a result of the territorial expansion that took place from the late eighteenth century onwards. Thus, prior to 1773, the three Presidencies of Fort William in Bengal, Fort St George (Madras) and Bombay were independent of each other, though each was subject to the Company's Court of Directors in London. The government of each Presidency then consisted of a President or Governor and a large Council of senior merchants, with final power in each centre vested in majority votes. The Regulating Act of 1773 altered this general pattern by recognizing the primary position recently acquired by the Bengal Presidency, and appointing its Governor as Governor-General. Certain somewhat limited executive powers over the other two Presidencies were then conferred upon the Governor-General and Council, which did not, however, extend to their legislative operations. At the same time a process of making the Councils less unwieldy was begun with the reduction of the Governor-General's Council to four members in 1773, and continued with the further reduction of all three Councils to three members each in 1784. It was only, however, from 1786 that the Governor-General was empowered to overrule his Council in matters affecting the safety of the British possessions. By these means the executive control of the Company's growing territories was gradually changed from a loose

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form of commercial administration to a more centralized, hierarchical system, equipped to expand the Company's military and political power and to develop its own peculiar style of autocratic-bureaucratic government.

These constitutional and administrative developments were carried a stage further by the Charter Acts of 1833 and 1853. The first of these Acts established the Governor-General and Council as the 'Governor-General of India in Council', with further executive powers of control over the subordinate governments in India, plus sole legislative authority throughout British India (thus withdrawing the law-making powers previously exercised by Madras and Bombay). To carry out these latter purely legislative functions, the Governor-General's Council was also provided with a fourth, or Law Member. Twenty years later, the Act of 1853 (16 & 17 Vict., c. 95) made the Law Member a full member of the Executive Council and also provided for the enlargement of the Executive Council into a 'Legislative Council', when concerned with law-making, consisting of up to six additional members, including two judges and four representatives of the provincial governments. During this same period (1833–54) the Company was also authorized to appoint two Lieutenant-Governors (first for the North-Western Provinces and later for Bengal) and to place other territories under direct control of the Governor-General in Council (administered in practice through Chief Commissioners).

Along with the gradual extension of the Governor-General's authority, the increasing subordination of the provincial governments, and the initial differentiation of the executive and legislative councils at the centre, the territorial expansion of British India also involved the bureaucratic development of the principal governments. During the last few decades of the eighteenth century, for example, the three secretariats of Bengal, Madras and Bombay began to separate and expand into a number of specialised departments — public or general, revenue, military, secret, political and judicial, etc. — each main branch being headed by a secretary with a number of clerks and writers. Similarly, during the first half of the nineteenth century, as the sphere of government activity continued to widen, so fresh departments were created for matters such as finance, legislation and public works. Essentially, these secretariat departments not only assisted the executive governments (ie. the Governor-General and Governors in Council, etc.) in the transaction of appropriate business, but also recorded these transactions in microscopic detail in the records known as Consultations, and in the regular letters to the Court of Directors.

Throughout this long period (1709–1858) the Company's very

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active involvement in numerous areas outside the Sub-continent was influenced by a variety of overlapping plans and motives, such as the need to safeguard and expand trade, the dictates of British conflicts with other European powers, and, increasingly, by the importance attached to the strategic defence of the expanding Indian Empire, including the protection of the routes to India. For instance, in the region of the Arabian and Red Seas, and the Gulf — areas locally under the purview of Bombay Presidency — all these factors were at work in varying degrees in events such as the establishment of political agencies at Bushire (1763), Baghdad (1798), and Zanzibar (1840) and in the capture of Aden (1839).

In the Indian Ocean and eastwards to the Malay Archipelago and the China Seas, the Company's policies were periodically caught up in the wider net of European conflicts, exemplified in the conquest of Ceylon from Madras (1795–96), the capture of the French islands of Bourbon and Mauritius (1810), the conquest and occupation of Java (1811–16) and the earlier expedition to the Philippines (1762–63). More significantly, the Company (under government direction) was ready for the restoration of Dutch rule in Java in the post-Napoleonic peace settlement, provided that its own growing position in the Malay peninsula, centred on Penang, Malacca and Singapore, was fully maintained to safeguard the highly profitable China trade. This last phenomenon had become an increasingly dominant aspect of the Company's overseas trade, to the extent that by the end of the eighteenth century the value of the London sales of China tea virtually equalled that of the rest of the Company's eastern trade. Moreover, since the China trade was by this time also largely financed indirectly from the silver gained from the imported Bengal goods, notably opium, it was jealously guarded by the Company until the Charter Act of 1833 finally compelled its closure.

THE ORGANIZATION OF THE COMPANY'S HOME ESTABLISHMENT[3]

The basic constitutional structure of the East India Company between 1709 and 1858 resembled those of its predecessors — the first Company and the New Company — in consisting of two interacting elements: a large body of shareholders (the Court of Proprietors or General Court) and a much smaller group of directors (the Court of Directors), to whom was committed the daily conduct of the Company's affairs.

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The Court of Proprietors

Broadly speaking, the General Courts of Proprietors exercised a significant supervisory role in the affairs of the Company down to Pitt's India Act of 1784. That is, although the directors functioned as the executive part of the Company, the proprietors were still able to review, ratify and even alter the more important decisions of the directors. The extent to which they actively sought to overrule the Court of Directors varied throughout the eighteenth century. In general, however, the proprietors tended to take a more interventionist line from the 1760s when, as has been noted, the Company's territorial expansion brought a vastly increased public interest in its fortunes. This more active role was clearly seen as opposed not only to the directors' powers but also to the policy of increased ministerial control over the Company inaugurated with Pitt's India Act of 1784. Not surprisingly, therefore, both this Act and the Charter Act of 1793 for the first time specifically denied to the Court of Proprietors any power to revoke orders of the Court of Directors which had already received the approval of the Board of Control. This limitation effectively reduced the political and constitutional significance of the proprietors during the remaining period of Company rule. The General Courts continued to discuss the directors' decisions (often conducting searching and high-level debates), and to exercise a number of specific functions and rights (*see* below), but in practice they were seldom able to intervene very decisively in the Company's affairs, especially in the detailed policies of its Indian government.[4]

The more specific practices and functions associated with the Court of Proprietors, and the ways in which these were later modified by Company by-laws and Acts of Parliament, are briefly outlined below.

Meetings of the proprietors at which they could debate or review the Company's affairs were called by the directors at quarterly intervals — in March, June, September and December — but extra meetings could be held if required by at least nine proprietors.

Election of directors Amongst the proprietors' most significant powers was their annual right to elect the Court of Directors. This basic power, though eventually weakened and restricted by legislation and other means (notably by the Regulating Act of 1773 and the Charter Act of 1853), continued to be exercised throughout the Company period. For details of how and when the elections took place, *see* pp.24–25. Along with their powers to elect the directors, the General Courts were also authorised to remove directors for mismanagement.

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The proprietors of the first East India Company had also enjoyed the right to elect the Governor and Deputy Governor of the Company. This practice was, however, discontinued by the United Company, which by April 1714 agreed to leave the task of choosing the Chairman and Deputy Chairman (the new designations for the Governors) to the directors themselves[5] (*see* also p.25).

Voting rights Following William III's Charter to the New Company in 1698, the United Company at first limited each of its proprietors to a single vote based on the minimum possession of £500 stock. This qualification was raised to £1,000 by the Regulating Act of 1773, which also introduced a rule by which specified amounts of extra stock entitled the individual shareholder to additional votes, up to a maximum of four. The Act of 1773 further declared that, before being able to vote, proprietors should have held the necessary stock for at least a year (unless acquired by special bequest, marriage, etc.). These general regulations about voting remained in force until 1858.

Other Powers regularly exercised by the Court of Proprietors during the period 1709–1858 included:

(a) Fixing the dividends to be paid on the Company's capital stock in consultation with the directors, and subject to statutory limitations from 1767 onwards.
(b) Making and enforcing by-laws, rules and regulations concerned with the Company's organization and procedure, provided these did not conflict with any Act of Parliament.
(c) Approving certain grants of money — salaries, pensions and gratuities. Such proposed grants usually originated with the Court of Directors but could also be proposed by the General Courts. The sums involved were, however, regulated by successive statutes, and subject to the Board of Control's confirmation under the Charter Acts of 1793 and 1813.
(d) Calling for, and considering, various accounts and papers relating to the Company's affairs, including annual accounts of its trade and finance and, from 1793, all papers presented to Parliament by the Court of Directors.

The Court of Directors

The Court of Directors, led by the Chairman and Deputy Chairman, formed the executive part of the Company's organization. This role

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involved general responsibility for managing the Company's overseas government and trade, for appointing and controlling employees both at home and abroad — civil, military, marine and commercial — and for conducting relations with the British Government, especially (from 1784 onwards) with the Board of Control. Throughout the long period from 1709 to 1858 the Court's powers were, however, exercised within an evolving constitutional framework bounded, on the one side, by the terms of the 1698 Charter and the subsequent series of Charter Acts and other relevant statutes (pp.14–17) and, on the other side, by the by-laws and other rules of the General Courts. Within this framework it is, as we have seen, the line of statutory regulations, culminating in the establishment of the Board of Control, that impinges most strongly on the Court of Directors' sphere of authority.

The specific structures, practices and forms of organization employed by the Court of Directors to carry out its executive role (like those of the Court of Proprietors) were largely based on the 1698 Charter to the New Company, but were considerably supplemented by the administrative procedures earlier developed under the first East India Company. These combined practices, etc. were then subject to further modification and development in the course of the eighteenth century and the first half of the nineteenth. The resultant overall systems and structures can perhaps best be described and distinguished by focusing in turn firstly on the Court itself, secondly on the Chairmen (pp.25–26), thirdly on the network of standing committees appointed by the Court (pp.26–29), and finally on the range of administrative departments and offices maintained to "service" the Court and its committees (pp.29–38).

Number of directors The United Company, following the New Company, had twenty-four directors, all of whom were elected by the proprietors. The Court continued to consist of twenty-four elected members until the Charter Act of 1853 reduced the number to eighteen, six of whom were appointed by the Crown.

Dates of elections The election of the directors took place annually until the Charter Act of 1853 substituted biennial elections. From 1709 to 1777 the elections were held between 25 March and 25 April; thereafter the election date was fixed for the second Wednesday in April.[6] *See* also *Restrictions on re-elections*.

Qualifications for election To be eligible for election, the United Com-

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pany's proprietors had to possess at least £2,000 of Company stock, according to the 1698 Charter. This was reduced to £1,000 by the Charter Act of 1853, which also introduced a new non-commercial criterion for election by declaring that a certain proportion of the directors also needed to have resided in India for ten years.

Restrictions on re-elections For most of the Company's history various regulations restricted the continuous re-election of the same directors every year, whilst permitting a large measure of continuity in the Court's membership. By 1734, for instance, a by-law stipulated that no proprietor who had served as a director for four years continuously could be re-elected until he had been out of the direction for one year.[7] This arrangement was further developed by the Regulating Act of 1773. Thus, instead of providing for the annual election of twenty-four directors, the Act stipulated that, at the first annual election to be held after the passing of the Act, six directors were to be chosen for four years, six for three years, six for two, and six for one year. At each subsequent annual election, six directors would then be elected for four years, to replace the six who were due to stand down. In practice, however, the proprietors' freedom to select directors of their choice was largely restricted in so far as the directors usually contrived to ensure support for the return of their six colleagues once they had retired for a year under the terms of the 1773 Act.

Meetings of the Court The United Company's by-laws stipulated that meetings of the Court should be held at least once a week.[8] This rule remained in force until 1858, though, as a matter of fact, it was quite common for the Court to meet twice or even three times a week, particularly by the early nineteenth century. The accepted quorum for meetings was thirteen directors, although this was reduced to ten by the Charter Act of 1853.

The Chairman and Deputy Chairman

The United Company at first continued the New Company's practice of allowing each director to act as Chairman for one week only. This rather odd procedure (together with some short-lived variations) was, not surprisingly, dropped in April 1714 in favour of an annual appointment of the Chairman and Deputy by means of a ballot of the twenty-four directors, usually held at the first meeting of the Court, immediately following the annual election of the directors (*see* p.24).[9]

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Once appointed, the Chairs acted as the leading spokesmen for the whole Company, including both the Court of Directors and the Court of Proprietors. The general nature of their activities at the beginning of the nineteenth century is graphically conveyed by Thomas Plummer, a member of the Proprietors' Select Committee on Directors' Allowances (1814):

> The duties of these two offices correspond so nearly together, that it is scarcely necessary to separate them in description.
>
> Independently of their occasional attendance on the Committees, to all of which they belong, and their presence at the Courts of Directors, each of these gentlemen has various and laborious duties to perform. It is the custom for one or both of them to be in daily waiting at the India House, not merely to transact the ordinary business, of which there is always a considerable quantity, but to be ready in any case of emergency that may arise. It is their province to be parties to every communication with His Majesty's Ministers and the Board of Controul (*sic*); to examine and approve, and in many cases to originate and arrange, the various dispatches of importance to the Indian Government, and generally to acquire previous and complete information on all important business laid before the Court of Directors.

The Court's Committees

Under the United Company the system of annually appointing committees of directors to manage the detailed business of the Court was continued and further developed. The members of the principal standing committees were usually chosen at the first or second meeting of the Court of Directors to be held after the election. The size of the committees varied during the first few decades of the eighteenth century, but from around 1760 until 1834 most consisted of between six and nine directors. In general the more senior directors sat on the more important committees, the committees being formally assigned from 1785 to one of three classes, according to their importance.[10] Members of committees took monthly turns to act as chairman, and committee meetings were held on several days each week.

The following list covers the principal committees appointed between 1709 and 1834. (*Note:* Many of the records of these committees were destroyed by the India Office *c* 1860. References to the location of the main surviving records, where known, are entered below in brackets).[11]

Accounts (1709–1834) (H, L/AG).

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Buying (1709–1815) Goods for export. *See* also *Warehouses* below.

College (1805–34) For the management of the East India College. *See* also p.39 (J/2).

Correspondence (1709–1834) For supervising the Indian correspondence and certain establishment, etc., matters (D, L/MAR/C, L/P&S/1).

Government Troops and Stores (1781–1822) To deal with, and pay for, Crown troops and naval forces in India.

House (1712–1834) To maintain East India House.

Law Suits (1709–12, 1737–85, 1789–1834) (H, L/L).

Library (1801–34) To superintend the Company's Library (*see* European Manuscripts).

Military Fund (1771–1834) To administer the pension fund for the Company's European troops (L/AG/23).

Military Seminary (1809–34) To supervise Addiscombe Military Seminary and the appointment of officer cadets, etc. *See* also p.38 (L/MIL/1).

Preventing the Growth of Private Trade (1716–1813) To check cases of infringement.

Private Trade (1709–1830) To regulate the trade generally (L/MAR/C).

Secrecy (1709–1834) Before the establishment of the statutory Secret Committee (*see* below), this committee's normal function was to safeguard Company shipping. It was also often made responsible for the overall control of Company political, military and naval affairs especially during the French wars (1744–84). After 1784 it was confined again to the protection of Company shipping (D, H, L/P&S).

Secret (1784–1858) As established by 24 Geo. III, c.25 and 33 Geo. III, c.32, this committee's main functions were, firstly, to sign and

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despatch to the Company's governments in India the orders of the Board of Control relating to matters of war, peace and negotiations with Indian states as were held to require secrecy; and secondly, to receive and deliver to the Board, Secret letters from India about the same matters or other questions of administration treated as Secret. *See* also pp. 15–16 (L/P&S/1).

Secret Commercial (1815–33) To handle commercial questions requiring secrecy (L/P&S/1).

Shipping (1709–1834) To supervise all the Company's shipping concerns; also involved with the Committee of Buying in the purchase of exports (until *c* 1785), and with the appointment of military cadets and assistant surgeons (until 1809). *See* also *Military Seminary Committee* (L/MAR/C).

Stud (1800–09, 1818–32) To improve the breeding of horses for the cavalry (L/MIL/5).

Treasury (1709–1834) To superintend the Company's payments and receipts in Britain, including dividends and bullion for export (L/AG/9).

Warehouses (1709–1816) To supervise commercial affairs, especially management of imports; also involved in planning export investment etc. (from *c* 1785). Combined with Committee of Buying, 1816–34.

After the winding-up of the Company's main commercial activities following the Charter Act of 1833, the Court of Directors reorganized their whole committee structure and reduced the number of ordinary standing committees to three from April 1834 onwards viz:[12]

Finance and Home For all financial affairs including financial correspondence with India, the home establishment, East India College, law suits, civil servants' claims etc.; also marine business from 1837, and railways from 1849 (*see* L/F/1).

Political and Military For all political and military questions, including the correspondence with India in these departments; also Addiscombe Military Seminary (*see* L/MIL/1 and L/P&S/1).

Revenue, Judicial and Legislative For correspondence with India in these departments, also the Public and Ecclesiastical departments, the

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Marine department (until 1837), and (from 1856) the Public Works department (*see* L/P&J/1).

Many features of the pre-1834 committee system continued to apply to the three new committees, eg. the annual appointment of the committees in April, the holding of meetings on several days each week, and the practice of arranging for each member of a committee to take a monthly turn as chairman. The principal changes concerned the composition of the committees. Here it was decided that the first of the three committees should be made up of eight directors, whilst the other two should consist of seven directors each, exclusive of the Chairs, and that directors should be appointed to each committee in turn according to seniority.[13]

Finally, it should be mentioned that the statutory Secret Committee was not affected by the 1834 reforms but continued to fulfil its formal functions down to 1858, though its powers and influence declined during this period.[14]

The main departments and special posts

The Court of Directors as a whole, and its committees in particular, largely depended on the permanent officials and departments of the Company's home establishment in order to carry out their responsibilities and maintain detailed control over Company affairs. The leading officials and departments, as initially established by the United Company (unlike its committees and other general procedures), were based more on the First, or Old, East India Company's home establishment than on that of the short-lived New Company. However, during the long period from 1709 to 1858 the general pattern of departments changed considerably to cope with new demands and the decline of traditional functions. The following inventory covers the main departments and officials established or appointed during this period. (*Note:* Many of the records of these departments have not survived; general references to the principal extant series are added in brackets but it should be stressed that these references are not exhaustive and that other series may directly or indirectly reflect the departments' operations. *See* also Appendix I).[15]

Accountant General (1709–1858) The Accountant Generals or Accountants were originally and primarily responsible for keeping the Company's books of account. From the later eighteenth century their

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responsibilities (as well as the size of their staff) were gradually increased to include control over most of the Company's purely financial transactions in London (eg. private trade accounts, sales of Company goods (to 1833), bills of exchange, Parliamentary accounts and estimates, home establishment expenditure, bullion transactions, management of the Company's capital stock, payment of furlough pay and pensions to civil and military officers, etc.). In 1835 the Accountant General's Office was put under the Financial Secretary, and from 1836 it was made part of the Secretary's Department (L/AG).[16]

Administration, Will and Bond Branch (1851–58) An Official Agent to the Administrators-General in India was appointed in East India House in 1851 to handle the payment of remittances from intestates' estates administered in India. Miscellaneous duties relating to wills, registrations, etc. were added in 1852 and the branch was placed under the Secretary's supervision (L/AG/34).[17]

Auditor (1724–1858) The original functions of the Auditor and his staff consisted in the examination of the accounts received from India and the Company's other overseas factories. From the end of the eighteenth century the Auditor's responsibilities were considerably expanded to cover the control of the Indian establishments and the financial correspondence with India (to 1834), general military correspondence (1804–09), the purchase of military stores (1806–18), law suits and legal correspondence (1804–34), etc. In 1835 the office was converted into the Audit branch of the Financial Secretary's Department, and in 1836 it was attached to the Secretary's Department, with apparently generally reduced importance (D, L/AG/35, etc.).[18]

Baggage and Private Trade outwards, Office of (1809–14) A short-lived separate office established to control private trade in Company shipping-work which was previously carried out under the Clerk to the Committee of Shipping. It was abolished following the opening up of the India trade in 1813, its residual functions being returned to the Shipping Committee Clerk (L/MAR/C).[19]

Book Office (1771–1858) A "book office" for storing the Indian consultations, accounts, etc. seems to have existed from the early eighteenth century but it was not until March 1771 that a Register or Keeper was appointed to look after these records. In 1788 this post was divided between a Register of Indian Records (*see* below) and the Keeper of the Book Office, whose functions were purely custodial.

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From 1809 the latter official, designated Head-keeper or Register (but not to be confused with the Register of Indian Records) was put under the general supervision of the Examiner of Indian Correspondence (*see* below). The office continued to be administered in this way until 1858.[20]

Bullion Office (1807–16) Originally forming part of the Treasury (*see* below), the Bullion Office existed as a separate department to receive and examine bullion for export and import from 1807 to 1816. In 1816 most of these operations were apparently taken over by the Bank of England with which the Company liaised through the Accountant General's Department (L/AG/17).[21]

China Department (1814–32) A separate department, hived off from the Accountant's and Secretary's offices, and made responsible for correspondence with the Company's controlling committee at Canton as well as for the Indian correspondence about mints and coinage. The China Department was jointly controlled by the Secret Commercial and Correspondence Committees. The department was dissolved in 1832 and its work redistributed between the Secretary's Department, and those of the Clerk to the Committee of Buying and Warehouses, and the Accountant General (G/12).[22]

Committees, Clerks to Almost all the standing committees described earlier (pp.26–29) were assisted in their activities by specially appointed Clerks. From being primarily secretarial and record-keeping in their functions, most of these Clerks evolved during the eighteenth century into full-time administrative officers responsible, along with their subordinate staff, for carrying out the Committees' instructions and managing related aspects of work.[23]

Examiner of Indian Correspondence (1769–1858) The original responsibilities entrusted to this important official (who initially belonged to the Secretary's Department) seem to have related more to the investigation of the Indian correspondence than to the drafting of the Company's despatches — the latter task at first being assigned to the Writer and Compiler of Indian Correspondence (*see* below). However, with the abolition of the separate Compiler's post in 1782, the Examiner appears to have taken over the principal responsibility for drafting despatches to India. He continued to do this more or less single-handed, though assisted by various clerks, until 1804 when a process of delegation was started, firstly by transferring Military correspond-

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ence to the Auditor (and later to a Military Secretary), and secondly by appointing two Assistants to take charge of Judicial and Revenue drafts plus those classified as Public. By about 1809, responsibility for the Revenue Department was separated from that for the Judicial Department but the Examiner himself evidently remained immediately in charge of the Political Department correspondence until 1828, when a new Assistant, John Stuart Mill, was appointed to take over this branch.

This basic pattern of organization for the Examiner's Department, with the (Chief) Examiner in overall charge of four main branches — Political, Revenue, Public and Judicial (including Legislative) — each of which was immediately managed by an Assistant or a specially remunerated clerk, continued until 1858, though further modified in 1856 by the appointment of a new Assistant for the Public Works drafts. In this situation, the Examiner himself continued to prepare occasional drafts personally as well as supervising the work of his Assistants, and — throughout the period from 1784 to 1858 — acting also as Clerk to the statutory Secret Committee (*see* pp.27–28).

During the nineteenth century the Examiner thus occupied one of the leading posts in the Company's home establishment. This, combined with the intellectual brilliance of the last three holders of the position — James Mill (1830–36), Thomas Love Peacock (1836–56), and John Stuart Mill (1856–58) — have invested it with a kind of charisma unusual for senior bureaucratic offices (D, E/4, H, L/P&S/1 and 5 etc).[24]

Financial Secretary's Department (1835–36) Formed in March 1835 by consolidating various offices (including the Auditor's, Accountant General's, Treasury, Home Auditor's, Buying and Warehouses', and Transfer Accountant's). The new consolidated office was then organized into four branches: Correspondence, Accounts, Pay and Audit. From 1836 the whole department was merged with that of the Secretary (*see* below) (L/F/2 etc).[25]

Freight Accountant (1800–32) The Freight Accountant was in charge of settling accounts with the owners of ships freighted by the Company — work previously carried out by staff responsible to the Clerk to the Committee of Private Trade. In June 1829 the Freight Office was combined with those of the Clerk to the Committee of Shipping and the Paymaster of Seamen's Wages. Finally, in 1832 most of its duties were transferred to the Accountant General's Department (L/AG/29).[26]

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Geographer (1836–58) As Geographer, John Walker (who had previously been employed for some years in compiling and engraving the Indian Atlas) was mainly responsible for the care and sale and the Company's marine charts. *See* also Hydrographer (X).[27]

Historiographer (1769–1817) This post originated in August 1769 in the Company's patronage of Robert Orme, author of *Military transactions of the British nation in Indostan* (London, 1763–79). Orme was then encouraged to pursue his researches into the Company's history, given an annuity in 1772, and officially designated as Historiographer from 1793. He was succeeded in 1801 by John Bruce, whose *Annals of the East India Company* (London, 1810) was then compiled from Company records. In 1817 the post of Historiographer was dropped with the proviso that the Company's Librarian should undertake any future work of this type (European Manuscripts).[28]

Home Audit Department (1815–35) Originally established as a subordinate officer in the Accountant General's Department, the Auditor of Home Accounts headed a separate office between 1821 and 1835. Thereafter his office was made a branch of the Financial Secretary's Department (*see* above) (L/AG/35).[29]

Hydrographer (1779–1836) Held first by Alexander Dalrymple (to 1808) and then by James Horsburgh (from 1810), the post of Hydrographer was concerned with the examination of the journals of Company ships and the preparation and publication of accurate charts and nautical instructions *See* also *Geographer* (X).[30]

Inspector of Military Stores/Inspector General of Stores (1802–58) The Inspector and his staff were originally responsible for checking arms and military equipment, etc., acquired for the Company and overseeing their shipment to India. Acting initially under the Committee of Correspondence and the Auditor, the Inspector's department was placed under the Military Secretary from 1819 onwards. Particularly after 1834, the responsibilities of the department were extended to civil and marine stores (including cloth and stationery), and these wider duties were reflected in the decision in 1857 to change the Inspector's designation to "Inspector General of Stores" (L/AG/36, also L/MIL).[31]

Library (1801–58) The main functions of the Company's Library or "Oriental Respository" were first defined in terms of the acquisition

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of manuscripts in Asian languages, especially Persian, Arabic and Sanskrit, as well as printed books on all oriental subjects. Between 1817 and 1835 the Librarian acted as Register of Indian Records (*see* below). *See* also Museum (European Manuscripts).[32]

Marine Branch (1837–58) This branch of the Secretary's Department, under the Finance and Home Committee, was constituted in December 1837 to handle all marine questions (eg. steam navigation, the Indian Navy, the Bengal Pilot establishment, Marine correspondence with India, etc.). Immediately prior to this, most marine matters, especially correspondence with India, were dealt with in the Public branch of the Examiner's Department under the superintendence of the Revenue, Judicial and Legislative Committee. It should also be noted that before the closure of the Company's commercial operations, enacted by the Charter Act of 1833, the Company's marine activities were of a different character and scale, the direction of which was largely controlled by the Committee of Shipping and the officials subordinate to it (*see* p.28) (L/MAR).[33]

Military Department (1809–58) Until 1804 the conduct of Military Department correspondence with India was mainly in the hands of the Examiner of Indian Correspondence (*see* above). However, in 1804 it was transferred to the Auditor (*see* p.30), with whom it remained until 1809 when most of this responsibility was made over to a newly appointed Military Secretary. This last transfer may be regarded as the origin of the separate Military Department at East India House. Thereafter the clerical staff of the Department gradually increased, as did the duties of the department as a whole (eg. with added responsibility for military stores from 1819, the Military Fund work plus the recruitment of private soldiers from 1832, and the Military Seminary Committee functions from 1834). *See* also pp.33, 38–39 (L/MIL).[34]

Museum (1801–58) The main purpose of the Museum, which originally formed part of the Library, was to collect and exhibit specimens of the natural history and minerals of Asia (and especially India) as well as examples of its manufactured products, coins etc. The Museum was separated from the Library in July 1836, remaining under the control of its own superintendent, Thomas Horsfield, until 1859.[35]

Paymaster of Seamen's Wages (1709–1834) As during the seventeenth century, the United Company's Paymaster usually combined this post

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with the wider responsibilities of Clerk to the Committee of Shipping (*see* p.28), at any rate until 1809. From 1809 to 1829 the Paymaster no longer acted as Clerk to the Committee, though he and his staff continued to be subordinate to that Committee. The posts of Paymaster and Shipping Committee Clerk were once more combined between 1829 and 1832 in a new consolidated department which also included the Freight Office. A final reorganization was effected between 1832 and 1834 when the work of the Pay Office was transferred to the Treasury, after which it virtually came to an end with the closure of the Company's traditional shipping and commercial operations and the consequent re-structuring of the Secretary's Department (*see* below) (L/MAR/C).[36]

Register of Indian Records (1771–1817) The first Register and Keeper of the Company's records was appointed in March 1771, principally to take charge of the Indian consultations and accounts, etc., kept in the Book Office in East India House. In 1787–88 the work connected with this post was extended and reorganized, leaving the Keeper of the Book Office to carry on his purely custodial duties, whilst another official, Thomas Wilks, was designated as Register of Indian Records and made responsible for investigating and listing some of the Company's earlier records. The position of Register of Indian Records was then maintained as a separate office until 1817 when its duties were transferred to the Company's Librarian (*see* above) (H, G/40 etc.).[37]

Searcher of the Records (1814–34) Thomas Fisher was appointed to this special post to arrange, list and help to preserve the records of the Examiner's Department (*see* above). In April 1834 the Court decided that these functions should be merged with the general duties of the Examiner's Department (H).[38]

Secretary's Department (1709–1858) As during the seventeenth century, the Secretary was the most important official in the Company's home establishment (though in practice he eventually came to share this position with the Examiner). And, as before, the essential function of the Secretary's Department was to record and give effect to the orders of the Court of Directors. The expansion in the Court's sphere of activity that took place during the eighteenth century and after was thus inevitably reflected in the development of the Secretary's Department. In certain areas this led to the shedding of earlier duties (eg. the drafting of despatches to India was transferred from the Secretary to the Writer and Compiler of Indian Correspondence in 1769, and later

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to the Examiner) but on the whole it gradually brought about an extension and intensification of the Secretary's overall administrative functions. Thus whilst the Secretary himself retained responsibility for conducting most of the Court's "Home Correspondence", the Assistant or Deputy Secretary regularly acted as Clerk to the Committee of Correspondence (to 1834), and later to the Finance and Home Committee, and the department as a whole provided Clerks for the College, House and Library Committees. Likewise, clerks from the Secretary's Department were employed in recording the minutes of the Court of Directors and the General Courts, the minutes of other important committees such as the Committee of Correspondence, as well as the Court's correspondence with the Board of Control. Other miscellaneous duties, such as the preparation of covenants and bonds, the custody of wills, the examination of bills of exchange and the conduct of correspondence with China and St Helena were also initially carried out by the Secretary's clerks but tended to be devolved onto more specialized branches or departments during the first half of the nineteenth century.

Many of these later developments were also essentially linked to the general reorganization of the Secretary's Department that took place during the 1830s. The most important of these changes occurred in March 1836 when the Financial Secretary's Department (*see* above) was amalgamated with that of the Secretary under the overall direction of the latter (though it was the then Financial Secretary who was made the first Secretary in charge of the consolidated department). At the same time, the newly extended Secretary's Department was divided into four main branches: Minuting and Correspondence (covering the secretarial and "servicing" functions, plus the financial correspondence with India), Accounts, Pay, and Audit, with each branch headed by an Assistant to the Secretary. Two more branches were formed later, the Marine in 1837 (*see* p.34), and the Administration, Will and Bond branch in 1852 (*see* p.30). *See* also Statistical Department (B, D, E, etc.).[39]

Solicitor (1709–1858) The Company continued to retain the services of a solicitor in private practice to carry out a variety of legal functions (eg. inspecting wills and administrations, advising on transfers of Company stock as well as on all Parliamentary matters and law cases involving the Company, drafting deeds and covenants, etc.). Until 1834 the Solicitor was mainly responsible to the Committee of Law Suits; thereafter to the Finance and Home Committee (L/L).[40]

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Standing Counsel (1709–1858) Counsel provided the Company with advice and opinions on legal and constitutional matters of all types, and also represented it in court. During the eighteenth century the Standing Counsel was particularly employed in transfers of Company stock by executors and administrators (L/L).[41]

Statistical Department (1846–58) Originally formed as a branch of the Secretary's Department, the Statistical Office under Edward Thornton was responsible for surveying the Company's records to assemble statistical data about the population, revenue, agriculture, industry, etc. of the Sub-Continent. In January 1847 it was raised to the status of a separate department (E/4, V, etc.).[42]

Surveyor (1752–1837) The post of Surveyor and Architect was held by a succession of distinguished architects (William Jones, Richard Jupp, Henry Holland, Pepys Cockerell and William Wilkins), each of whom was responsible for designing and constructing additions or alterations to East India House. In 1837 the post was abolished and the work of supervising repairs and alterations was taken over by a Clerk of the Works and his staff (L/SUR).[43]

Transfer Office (1750–1835) At first the general management and recording of transfers of Company stock and annuities were performed by a section of the Accountant General's Department but from 1750 the Court established a separate office, the Transfer Office under the Transfer Accountant, to handle this work.

In 1835 the functions of this office were taken over by the Accounts branch of the new Financial Secretary's Department. They continued to be administered in this branch after the amalgamation of the Financial Secretariat with the Secretary's Department in March 1836 (L/AG/14).[44]

Treasurer/Cashier (1709–1835) The Cashier's or Treasurer's Department was directly responsible for receipting money on the Company's behalf (eg. from the sale of goods) as well as for paying out money (eg. to shareholders, shipowners, tradesmen, customs officers, Company employees, etc.). It formed a separate department until 1832 when it was combined with the Pay Office (ie. the Office of the Paymaster of Seamen's Wages). In 1835 the department was converted into the Pay branch of the Financial Secretary's Office with an Assistant in charge. A year later it became the Pay branch of the Secretary's Department. *See* also Bullion Office, p.31 (L/AG/1, 9, 29).[45]

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Vegetable Products of India, Conductor of Correspondence, etc. (1839–58) A specialist post, occupied by Dr John Royle, and assigned to the study of Indian vegetable products and the encouragement of improvements in Indian agriculture. By 1854 Royle and his Botanical Department formed a regular part of the Company's home establishment.[46]

Writer and Compiler of India Correspondence (1770–82) The appointment of this official, together with the establishment of the related post of Examiner in 1769 (*see* p.31), form part of the Company's administrative response to the increased volume and importance of its Indian correspondence triggered by the grant of the *diwani* of Bengal in 1765. Before these appointments the drafting and investigation of the Indian correspondence were largely undertaken in the Secretary's Department (*see* p.35). In fact the Writer's post (as well as the Examiner's) continued to be subordinate to the Secretary until 1776.

The separate post of Writer and Compiler was formally abolished in 1782 and its functions assumed by the Examiner (*see* above) (E/4).[47]

Other establishments in Britain

East India House — the head office of the East India Company in which all its main committees and departments were accommodated — was formally purchased by the United Company in 1710. Though subsequently much altered and enlarged, East India House continued to be the Company's headquarters down to 1858. Other special institutions or offices maintained by the Company in London and elsewhere in England during this long period are briefly described below.

Addiscombe Military Seminary (1809–61) The Company's Military Seminary was established in January 1809 at Addiscombe Place, near Croydon, and soon afterwards put under the supervision of the specially instituted Military Seminary Committee (*see* p.27). Its purpose was to provide up to two years' general and technical education for youths of between fourteen and eighteen who had been nominated for officer cadetships in the Company's forces. Initially intended for cadets destined for the engineers or artillery, it was later opened to cavalry and infantry cadets. The curriculum included mathematics, classics, English, French, Hindustani, fortification, civil and military drawing

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and surveying, chemistry and geology. From 1834 the Seminary was placed under the Political and Military Committee (*see* p.28). After the demise of the Company, Addiscombe was converted into the Royal India Military College and continued to function till its closure in August 1861 (L/MIL/1 and 9, also L/AG/45).[48]

East India College, Haileybury (1806–58) The College was opened in February 1806 but had to wait three years before being properly established in a new building at Haileybury, near Hertford. Essentially, the College was set up to provide a suitable general and vocational education for boys of fifteen or sixteen nominated by the directors for writerships in the Company's overseas civil service. For four terms they were taught a wide variety of subjects including Latin and Greek, mathematics, accounts, law, political economy, natural philosophy, history, religion and morality, and the basic elements of the leading Indian languages. The College was staffed by a principal and a distinguished academic faculty (including Thomas Malthus from 1806 to 1834) who together formed the College Council. It was put under the supervision of a special committee of the Court of Directors known as the Committee of College (*see* p.27), and later (from 1834) under the Finance and Home Committee (*see* p.28). The India Act of 1853 substituted competitive examinations for civil patronage as the means of entry either to Haileybury itself or direct into the Indian civil service, and the College was finally closed down in January 1858 (J, also L/AG/45).[49]

Pembroke House Lunatic Asylum (1818–70) From July 1818 the Company entered into an arrangement with Dr George Rees of Pembroke House, Hackney, for placing in the care of his institution any of its employees — civil, military or marine — who were certified insane while in India. Patients thus admitted were treated according to contemporary mental health theories, and, depending on their resources, either paid their own fees or were subsidized by the Company (K/2).[50]

Poplar Almshouses and Chapel (1709–1866) The Poplar Almshouses, established in 1627 (*see* p.10), continued to be funded for the relief of poor ex-seamen of the Company, and later for their widows as well. The Almshouses, which were rebuilt in 1802, lasted until 1866 when the occupants were pensioned off and the buildings were demolished. Poplar Chapel (*see* p.10) was also maintained until 1866 when it was transferred to the Ecclesiastical Commissioners (L/MAR/C).[51]

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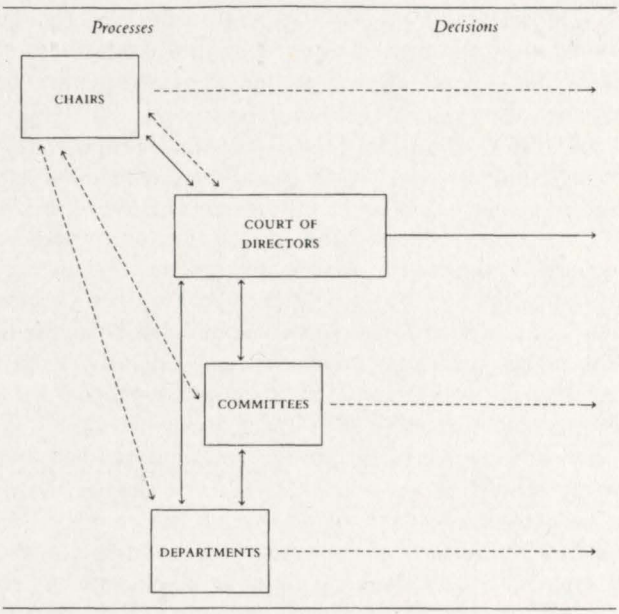
Warehouses (1709–1833) As already noted, various warehouses were owned or rented by the Company in the City of London (*see* p.10) during the eighteenth century. By the beginning of the nineteenth century the Company had also built large and specially designed new warehouses in Cutler Street (still standing), New Street and Devonshire Square, and had acquired riverside depots at Billingsgate, Ratcliffe and Blackwall. Each warehouse was occupied with goods of a particular sort, of which the main ones by the late eighteenth century were for Bengal, Coast and Surat goods (textiles, raw silk and piece-goods), Tea and Drugs, Pepper and Private Trade. The warehouses were managed by Warehouse Keepers (under the supervision of the Committee of Warehouses) who were responsible, through elders (ie. foremen) and commodores (ie. "gangers"), for the work of a very large body of labourers — well over two thousand by the early nineteenth century. With the ending of the Company's commercial activities following the Charter Act of 1833 the warehouses were sold to private merchants or to the new dock companies.[52]

Warley Barracks (1842–60) Recruits for the Company's armed forces were originally stationed at Newport in the Isle of Wight (1801–15) and later at Chatham (1815–43). The Warley Barracks in Essex were then purchased by the Company from the Crown in 1842–43 to provide accommodation for its artillery, infantry and (later) its cavalry recruits. After the Company's dissolution, the Barracks were returned to the Crown, for the use of the War Office from 1860–61 onwards (L/AG/45, L/MIL/5, 7, 9, etc.).[53]

The Company's decision-making procedure

In the diagram opposite the thick unbroken lines represent the main routes or processes by which most of the Company's official or formal decisions were arrived at. These lines should be understood as first running down from the Court of Directors to the committees and departments and then back up again, ending with the Court's decision expressed as a rightward-pointing arrow. By contrast the thin broken lines indicate less formal channels of communication (eg. between the Chairs and the departments) used to facilitate or supplement the more formal procedures, as well as other less usual levels of decision-making (eg. by the Chairs, the committees and the departments). However, it is obviously important here to examine these various processes more closely and less abstractly, in order to make full use of the surviving records.

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As with many official or government bodies, the East India Company's administrative machinery typically sprung to life when activated, usually from the outside, for example on receipt of a letter from India, or from the Board of Control, or indeed from any individual or agency requiring a response from the Company. This sort of initial stimulus is not represented in the diagram above which is concerned with the processes followed after a matter had been formally taken up by the Court of Directors. Normally, such incoming communications were first of all received in the Secretary's Office, and the more important items (such as Indian letters), shown to the Chairs, who then arranged with the Secretary for virtually everything to be submitted to the next meeting of the Court.

Court meetings were held about twice a week, usually starting at about 11 a.m. The first part of the meeting was taken up with the reading or summarizing of all the letters and applications, etc., received, and with deciding what to do with them. Certain matters might be dealt with quickly, others subjected to a lengthy debate. Some items (eg. letters from India) would be sent direct to the appropriate department so that replies could be prepared; others, perhaps the majority, would be referred to the responsible committee either for examination and report back to the Court, or, in the case of minor questions, for decision and final disposal by the committee

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itself. Having dealt with or allocated new business in this fashion, the Court would then adjourn so that the several committees could meet to consider the points referred to them and the other matters for which they were responsible. Round about 5 p.m. the Court reassembled to hear the committees' reports or other proposals — in many instances including answers to the questions put to them earlier in the day — and to approve, amend or reject them. Likewise, drafts of letters prepared by the Secretary or the clerks to the committees were considered and usually approved, as were paragraphs in draft despatches to India brought forward by the several committees. Various letters, despatches and warrants for payment would also be signed, the letters to individuals or government departments generally being signed by the Secretary, unless addressed to government ministers, when they would properly be signed by the Chairs. Despatches for India required the signatures of the necessary quorum of directors (*see* above p.25).

Finally, it should be said that the Court's deliberations were not confined to the consideration of documents and reports presented by its members and officials, since standard procedures also required the personal appearance and swearing-in of all ships' captains and officers and of all civil and military officers returning to India. With all its business thus completed, the Court's session would normally conclude by the early evening.[54]

The drafting and submission of despatches for India, etc. This subject requires fuller treatment, partly because of its intrinsic importance and partly because the system of drafting and submission became so elaborate, particularly after the establishment of the Board of Control in 1784 (*see* also p.52).

Probably the clearest contemporary account of the later procedure for drafting and approving despatches is that given by the Company's Secretary, James Cosmo Melvill, to the members of the House of Commons Committee on Indian Territories in 1852:

> Each despatch from India is laid before the Court of Directors. When a despatch comes from India it is accompanied by a collection of papers bearing upon the subject, and of course that collection contains the former correspondence relating to it, and the present proceedings of the Government upon it. This despatch comes to the secretary's office, and from it, is immediately transferred to the department to which it relates. In that department an abstract of the contents of the despatch is made; this is lithographed, and copies of it are sent to the Chairman and Deputy Chairman, and the members of the committee having the superintendence of the department to which the despatch relates. The officer

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in charge of that department then communicates with the Chairman and Deputy upon the despatch, and, in cases in which the subjects are not mere routine, receives instructions as to the tenor of the reply. A draft answer is then prepared, and submitted with the collections to the Chairman and the Deputy; they confer together, and with the officer, upon the subject; and when the draft conforms to their views, they place their initials upon it as the authority for its being sent to the President of the Board, in what is technically called "P.C."; that is to say, previous communication. In due time the draft is returned either unaltered, or with alterations made in it by the President of the Board. If unaltered, the draft is immediately submitted to the committee of the Court having superintendence of the department in which it is. If altered, the officer communicates with the Chairman and Deputy Chairman, who either allow wholly or partially, or reject entirely, the alterations. The draft is finally arranged by the Chairman and Deputy, and is then in like manner submitted to the committee. Drafts generally lie on the table of the committee for a week, during which time both the draft, and any papers bearing upon the case, are perused by the members of the committee. The committee then discuss the draft, and adopt or alter it as they think fit, after which it is submitted to the Court, who usually take a week for consideration, and then the draft comes on for discussion. Every director has an opportunity of expressing his sentiments, and, if he differs from the majority, of recording a dissent. When the draft is approved by the Court, the secretary sends it officially, with all the papers, including the dissents, if any, to the Board of Commissioners, and the Board return it quickly, and always within two months, the period limited by law, approved or altered; and if altered, with a statement of their reasons for making the alteration. The unaltered drafts are immediately transcribed, and fair copies, signed by at least 13 members of the Court, are despatched to India. The altered drafts are referred to the proper committee, upon whose report the Court decide, either that the alterations shall be acquiesced in, in which case the draft is signed and despatched to India, or that a remonstrance shall be addressed to the Board against the alterations, in which case the draft is sent back until the final decision of the Board is communicated, and then the despatch is forwarded. Such is the ordinary course of proceeding, but it frequently happens that important questions are raised by the Government of India requiring prompt attention, and those are, both by the Court and the Board, taken out of the usual course and quickly disposed of; so that replies to references from India are often, now that the communication is so accelerated, received there within six months from the date of the reference, and in some cases earlier than that.[55]

The basic procedure here described by Melvill was followed in most of its key aspects from the late eighteenth century down to 1858. In

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fact the system was essentially devised under the first President of the Board of Control, Henry Dundas (1784–1801), in order to actualize the Board's constitutional authority — more precisely as a way of combining the Company's powers of originating despatches with the Board's powers of correction and revision, as originally defined in the India Act of 1784 and the Charter Act of 1793.

Three features or stages of the system call for some further discussion. Firstly there is the intriguing question, posed near the beginning of Melvill's evidence, concerning the origin and actual authorship of the Company's drafts. How far were they mainly the work of the "officer in charge of the department" — which, depending on the subject, and the date, meant the Examiner of Indian Correspondence and his Assistants, or the Military Secretary, or the Auditor, or the Secretary and his Assistants — and how far did they originate with the Chairs or, at any rate, largely reflect the views of the Chairs or the superintending committees? These are complex problems that cannot be answered with any comprehensive definitions, particularly since the original rough drafts and the bulk of the Previous Communications (with the notable exception of the Political PCs) no longer survive. However, briefly, the vast extent of the Indian correspondence, together with certain other contemporary testimony, suggests that the Examiners and their colleagues were on the whole largely responsible for the first drafts, though they undoubtedly received guidance and instructions from the Chairs in certain instances, and what they wrote was, as Melvill's account amply demonstrates, subject to later revision at various stages.[56]

The practice of submitting Previous Communications to the Board, referred to above, is another curious feature of the drafting procedure that calls for further explanation. The PC practice was originally devised before the end of the eighteenth century to provide a way round an awkward statutory rule by which the Board was obliged to return all draft despatches officially submitted to it by the Company within a specified period of time, initially fixed by the India Act of 1784 (24 Geo. III, c. 25) as fourteen days after the receipt of the drafts. Even when extended to two months by the Charter Act of 1813 (53 Geo. III, c. 155) the time allowed was found to be insufficient for the kind of detailed examination accorded by the Board to the ever-increasing number of Company drafts. By means of the unofficial Previous Communications the Board was able to study the proposed drafts for an unspecified period and thus to dispose of them more speedily, and within the statutory period, when they come up later for official approval.[57]

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Other aspects of the ordinary Indian correspondence system as outlined by Melvill are more technical and archival in character. For example, the collections he describes as being made up in India and sent to the Court along with their covering letters, were at an earlier period (up to 1830) actually copied from the Indian Consultations by the clerks in East India House and then assembled for the use of the Examiners and their colleagues as well as for the directors and the Board (*see* p.52),[58] thus adding more delays to an already very slow-moving system. Similarly, the use of the lithographic press for distributing copies of the abstracts of Indian letters was only introduced during the 1830's.[59]

Secret despatches It will be noticed that Melvill's account of the ordinary drafting procedure cited above, plus the additional comments and qualifications, do not deal with the system used to prepare the Secret Committee's despatches, which was altogether different (*see* above pp.27–28). The main difference consisted in the fact that, taking the period from 1784 to 1858 as a whole, the vast majority of the despatches issued, though signed by the members of the statutory Secret Committee, were originally drafted at the Board of Control by the President and his officials, often in reply to letters addressed to the Committee by the Indian governments or the political agents stationed elsewhere (notably in the Middle East), copies of which were supplied to the Board. This, of course, was strictly in accordance with the provisions of the India Act of 1784 (24 Geo. III, c. 25) and the Charter Act of 1793 (33 Geo. III, c. 52), which largely envisaged the Court's Secret Committee as a medium through which the Board was empowered, firstly to send secret instructions about matters of war, peace and diplomacy to the Governments or Presidencies in India, and secondly to receive letters marked Secret by the Indian authorities. In practice, however, despite the statutory limitations on its role, it is clear that the members of the Secret Committee continued to exercise some influence over Secret department business, particularly during the period prior to about 1813 when the records show that a fair number of secret drafts on all kinds of topics were actually originated by them. Thereafter, the number of such drafts gradually declines, presumably because of the Board's growing reluctance to accept the practice — a reluctance that reached its climax during Lord Ellenborough's first term as President of the Board (1827–30). *See* also below pp.52–53.[60]

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THE ORGANIZATION OF THE BOARD OF CONTROL

The main constitutional powers of the Board of Control and its general relationship with the Company are briefly outlined on pp. 15–17. This section is concerned with the Board's internal organization and procedure.[61]

The Board's composition and meetings

Under the India Act of 1784 (24 Geo. III, c. 25, ss. 1 and 5) the Board of Control consisted of one of the Secretaries of State and the Chancellor of the Exchequer plus four other Privy Councillors, all of whom held office during the King's pleasure. In the absence of the Secretary of State and the Chancellor, the next most senior Commissioner was to act as the Board's President, and the quorum was fixed at three members.

The Board's composition was changed under the terms of the Charter Act of 1793 (33 Geo. III, c. 52, s 2) to include any number of Privy Councillors (of whom, however, the two Secretaries of State and the Chancellor of the Exchequer were always to be three) along with two other persons. The Board's President was to be named first in the royal warrant of appointment, and in his absence the next named Commissioner was to preside. In this way Henry Dundas, who had in practice usually acted as President since 1784, was formally appointed to this office which he continued to hold until 1801.

The Act of 1793 also allotted an annual sum from which salaries were to be paid to the President and the two junior (non-Privy Council) Commissioners. In general, the effects were to enhance the position of the President as the head of the Board, and to differentiate the paid and active members from the honorary Commissioners.

The Board remained constituted in this basic form until the Charter Act of 1833 (3 & 4 Will. IV, c. 85), which more clearly divided the Board into one group of half a dozen or so *ex officio* Commissioners drawn from the great offices of state (eg. the Lord President of the Council, etc.), and another of the ordinary working members, nominated by royal warrant, of whom the first named was to be President and also the only salaried member. Although no limit was placed on the number of ordinary nominated Commissioners, the Board's quorum was then reduced from three to two, and this — combined with other factors — indicated that there was no longer much real need for ordinary Commissioners in addition to the President. This position

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was formally recognized in the warrant of 1841 which named only one Commissioner, the President himself.[62] This practice continued to be followed in all subsequent commissions, thus making it necessary during this last period to obtain the signature of one of the *ex officio* Commissioners to supplement that of the President on important official documents so as to satisfy the quorum requirements of the 1833 Act.

Two other general features of the Board's composition need to be noticed. Firstly, since the Commissioners held office during the King's pleasure, they were in effect part of succeeding government ministries, and vacated office in all general changes of administration (though individuals might be later re-appointed). Secondly, from 1811 onwards the President was usually a member of the Cabinet.[63]

Meetings of the Board were at first held fairly frequently, after every few days, and covered a wide range of important business, including the review of the Company's draft despatches. However, with the President's growing personal ascendancy, these formal meetings came to be seen as unnecessary and from June 1816 they were discontinued. Papers were thereafter either circulated to the other Commissioners, and, if necessary, signed by them, or simply disposed of by the President (*see* also p.141).[64] In addition to the ordinary meetings, Henry Dundas also instituted in April 1785 meetings of what was called the "Secret Board of Control", to discuss confidential affairs especially those involving the Secret Committee. From about 1798 onwards the attendance of the other Commissioners at these meetings also became increasingly irregular and the last recorded meeting of the Secret Board was held on 17 October 1805.[65]

The Board's Secretaries, Assistant Secretaries and Chief Clerks

Between September 1784 and June 1797 the Board's establishment was headed by a Chief Secretary (often simply referred to as the Secretary) and an Under Secretary (sometimes called Deputy Secretary). Between them these officials were evidently generally responsible for assisting the President and the Commissioners, for ensuring that their instructions were carried out, as well as supervising the work of the rest of the Board's staff. In particular, the Secretary's authority was enhanced by the terms of the Charter Act of 1793 (33 Geo. III, c. 52, s. 12) which empowered him to sign letters to the Court of Directors on

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behalf of the Commissioners, conveying their approval or amendment of the Court's draft despatches.

Both the Secretary and the Under Secretary were Members of Parliament between 1784 and 1795, after which (and until 1834) only the Secretary held a seat. (*See* also p.49).

Between 1797 and 1816 the designations and functions of the Secretaries underwent certain rather complex modifications. Thus, in January 1797 it was decided that the post of Under Secretary should be left vacant and its duties assigned to the Secretary or (in his absence) to the Chief Clerk (ie. the most senior of the Board's clerks).[66] By December 1797 this arrangement was carried a stage further by making the Chief Clerk also act as what was called Assistant Secretary, a role which included the job of deputizing for the Secretary. The Secretary and Assistant Secretary are then jointly recorded as being responsible not only for assisting the President and the Commissioners and supervising the Board's clerks but also for attending the Board's meetings and preparing the Secret despatches under the President's direction. In his capacity as Chief Clerk, the Assistant Secretary was also specifically expected to superintend the staff, expenditure and records of the Board.[67]

This general distribution of duties lasted until September 1807 when it was decided to separate the posts of Assistant Secretary and Chief Clerk, which had previously been combined. As part of the same reorganization it was also arranged that the Assistant Secretary should take over the preparation of the Board's minutes and that the Senior Clerk in the Secret and Political Department should take on much of the responsibility for transcribing the Secret despatches — work formerly entrusted to the Secretary and Assistant Secretary (*see* also p.51).[68]

It is clear that the decision in 1807 to re-establish the separate post of Chief Clerk was hardly justified by the weight of duties involved, and it is therefore hardly surprising that, despite later efforts to boost these duties (eg. in 1813, by making the Chief Clerk and not to Assistant Secretary responsible for recording the Board's minutes), it was finally agreed in 1816 that the separate position of Chief Clerk should be abolished.[69]

After the 1807 reorganization and the abolition of the Chief Clerk's post in 1816, the general position and functions of the Board's Secretary and Assistant Secretary at the head of the office remained fairly stable until the Charter Act of 1833.

Under the terms of that Act (Section 7), two Secretaries with equal powers were appointed from April 1834, possibly to counter-balance

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the reduction in the number of paid Commissioners (*see* p.46). This basic change in turn had another more or less predictable outcome within the Board's establishment in that it led in August 1835 to the abolition of the old Assistant Secretary post as a distinct office. The duties of this functionary were then partly taken over by the two Secretaries and partly conferred on the most senior of the clerks in charge of the Board's main departments (*see* pp.50–51), who in future was regarded as holding the post of Assistant Secretary in addition to his ordinary departmental duties, (and was given a special allowance for carrying this extra responsibility).[70]

The appointment of two Secretaries in 1834, each having equal powers and a seat in Parliament, also had interesting longer-term administrative repercussions. Thus the Charter Act of 1853 (16 & 17 Vict, c. 95) stipulated that in future only one of the Secretaries should have a parliamentary seat, leaving the other Secretary to assume the role of Permanent Secretary to the Board. In October 1853 Sir Thomas Redington was formally appointed to the latter post, although in practice he had held it since his appointment as Secretary in January, having resigned as an MP some years before.[71]

In general the two Secretaries appointed between 1834 and 1858 appear to have carried out similar duties to those of the Secretary and Assistant Secretary before this. In particular they shared responsibility for supervising the work of the six or so main departments of the Board (*see* below pp.50–51). As regards the business of the rather separate Secret Department, the extent to which the Secretaries were involved seems to have varied, depending mainly on the practice and convenience of the President.

The main departments and special posts

The largest section of the Board's staff consisted of clerks employed in the departments responsible for the office's statutory supervision of the Company's Indian correspondence. Somewhat surprisingly, the records do not seem to throw much light on the early history and organization of these departments prior to 1797. It is possible that, given that the Board's copies of the Indian correspondence for this early period were originally arranged in three separate series for Bengal, Madras and Bombay, most of the clerks who worked on this correspondence were also loosely grouped into three Presidency sections. No clear statement about this has, however, so far been traced, and certainly it is not until December 1797 that new regulations

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formally established that the office was to be divided into three main departments, the first dealing with Bengal, Benkulen and St Helena, the second with Madras, and the third with Bombay and its subordinate agencies. Each of these departments was staffed by several clerks.[72]

Two other departments, concerned with important aspects of the Indian correspondence, were also established before the end of the eighteenth century. One of these, headed by the Accountant, had existed from the Board's inception in 1784, and by 1797 had become responsible for overseeing the Company's finances at home and overseas. This function gradually led to the Accountants taking on the supervision of the financial correspondence with India.[73] The other distinct department to emerge was the Secret Department, instituted in 1797–98, when it was decided to separate the Secret correspondence fully from the rest of the Indian correspondence, with the Secretary and the Assistant Secretary continuing to be responsible to the President for drafting Secret despatches, and the Chief Clerk, plus an Assistant, charged with the proper maintenance of the Secret records (*see* also p.48).[74]

The next significant development in the organization of the Board's main departments consisted in the changeover from the largely geographical division of business established in 1797 to one based on subject departments. This development, which was paralleled and possibly influenced by a similar change in the arrangement of the Examiner's Department at East India House (*see* p.31), seems to have started in September 1804 when the President, Lord Castlereagh, approved a plan for arranging and binding the volumes of letters to and from each Presidency according to the departments in which the Indian correspondence was actually conducted, viz. Public, Political, Revenue, Judicial and Military. Secret correspondence had (as has already been noticed) been separated from the other letters by 1797–98.[75]

From this change in the arrangement of its records it was a fairly small step for the Board to decide in September 1807 to replace the three Presidency departments by four subject departments, each directed by one Senior Clerk assisted by two juniors:

(a) Secret and Political (including Foreign correspondence, ie. dealing with other western powers in South Asia).
(b) Revenue and Judicial (including Salt, Opium and Customs).
(c) Military.
(d) Public and Commercial (including the Prince of Wales Island or Penang correspondence).

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It will be noticed that according to this reorganization, the Secret Department was combined with the Political under a Senior Clerk, Benjamin Jones, thus losing its special connection with the Secretary and the Chief Clerk. The 1807 revised regulations also confirmed the position of the Accountant as responsible for supervising all the Company's financial business, including the preparation of relevant reports and statements for the President and the Board.[76]

The basic principle of an office organization based on a structure of subject departments introduced in 1807 was maintained right down to 1858, although during this period various modifications in the original division and scope of the departments were effected. The principal modifications may be summarized as follows:

> December 1823: The Accountant's Department reorganized as the Department of Accounts, or Accounts and Finance.[77]
>
> April 1826: The Revenue Department separated from the Judicial Department.[78]
>
> *c* 1834: The Judicial Department took on legislative matters.[79]
>
> April 1855: Marine affairs transferred from the Public to the Military Department.[80]

In addition, the Secret Department, though united with the Political from 1807, always tended, because of its special functions, to form a separate unit under the personal direction of the President himself. Hence at certain intervals (eg. in 1839–41 and again in 1858) its Senior Clerk lost his extra responsibility for the Political Department, which then acquired its own Senior Clerk.[81]

Other officials Apart from the Secretaries and the departmental clerks, the following important special officials were appointed by the Board for various periods:

Solicitor Appointed regularly between 1784 and 1858, initially to deal with offences committed in India but later generally to give legal advice to the Board.[82]

Précis writer Appointed in 1793 to prepare abstracts of the Indian correspondence, this work having previously been done by several members of the Board's staff. The post was abolished in 1797 and the work was again distributed amongst the departmental clerks. It was

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apparently revived between 1811 and 1822, although the actual duties seem then to have become very nominal.[83]

Judicial Examiner and Reporter Appointed between 1797 and 1811 to investigate and report on Revenue and Judicial Regulations issued in India.[84]

Librarian and Keeper of the Papers This post was established between 1811 and 1858, with the particular responsibility of looking after the Board's non-current records.[85]

The Board's decision-making procedure

Certain general aspects of the Board's role in the conduct of the Indian correspondence have already been partly described (pp.42–45). This partial description, however, needs to be supplemented by a brief account of the internal office procedures adopted within the Board to process the Company's draft despatches. Unfortunately, much of the detailed documentary evidence for reconstructing these procedures during the first few decades of the Board's life no longer survives. In fact, it is not till after the introduction of the new office regulations of 1807 (*see* pp.50–51) that the records begin to present a fuller picture of what actually took place. Thus, by this date, it is clear that the Previous Communications received from East India House (with the supporting collections of papers), were first passed to the Senior Clerk in the appropriate department of the Board (eg. a Political PC would be sent to the Political Department). After the Senior Clerk had examined the PC, and suggested any amendments or alterations, the document would go via the supervising Secretary/Assistant Secretary to the President himself, who recorded the final decision on which, if any, portions of the PC should be changed. The PC, plus the collections, were then returned to East India House, although the Senior Clerk concerned also kept a working copy for the Board's reference.

The procedure at the official draft stage followed the same basic course, ie. the draft was again scrutinized by the appropriate Senior Clerk, who compared it with the earlier PC version, before sending it on with notes and suggestions to the Secretary/Assistant Secretary and the President for final approval. A copy of the draft, including any alterations formally approved by the Board, was then returned to the Company together with an explanatory letter (*see* also pp.47–48).[86]

The system used by the Board for dealing with despatches to be

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issued through the Secret Committee was necessarily of an entirely different character, especially in the case of those drafts — the majority — which originated at the Board (*see* also p.45). Here the evidence suggests that most such drafts were either personally prepared by the President himself or that the President gave his Secretaries or Senior Clerks oral or written instructions as to what should be put in the drafts. These drafts might also be sometimes discussed by the President with the Company's Chairman and Deputy at one of their regular confidential conferences. However, officially the system only required that once the Secret draft despatch had been finalized at the Board the document should be sent to the Secret Committee, ending with the formal injunction:

> The Commissioners for the Affairs of India direct that a letter be sent by the Secret Committee according to the tenor of the foregoing draft.

In the case of the minority of drafts originated by the Secret Committee (*see* also p.45), some form of private discussion of their contents might initially take place between the Chairs and the President. But officially it was mainly a matter of the Committee sending their draft to the Board for approval. If approved, the draft was then returned to East India House for signature by the Committee members and despatched in the usual way.[87]

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Notes

1. The Company was officially styled "the United Company of Merchants of England trading to the East-Indies" until the Charter Act of 1833 (3 & 4 Will. IV, c. 85, s. 111) declared that in future it should simply be known as the East India Company.
2. For general accounts of the history of the Company in Britain and overseas during this period, *see* H. Furber *Rival empires of trade in the orient 1600–1800* (Oxford, 1976); L.S. Sutherland, *The East India Company in eighteenth century politics* (Oxford, 1952); C.H. Philips, *The East India Company 1784–1834* (Oxford, 1961); K.N. Chaudhuri, *The trading world of Asia and the English East India Company 1600–1760* (Cambridge, 1978); H. Dodwell, *The Cambridge History of India*, vol 5 (Cambridge, 1929); C.L. Ilbert, *The Government of India* (Oxford, 1915).
3. There are a number of fairly detailed contemporary descriptions of the Company's home establishment available in published form. Amongst the most useful are *Proceedings of the Select Committee appointed by the General Court of Proprietors on the 6th October 1813, to consider and report upon the expediency of augmenting the allowances to the Directors for their attendance upon the business of the Company etc.* (London, 1814); *Minutes of evidence taken before the [House of Commons] Select Committee on the affairs of the East India Company* (H of C 1831–32, ix. 735I); *Report from the [House of Commons] Select Committee on Indian territories: Minutes of evidence* (H of C 1852, x. 533); P. Auber, *An analysis of the constitution of the East India Company* (London, 1826). Important later accounts include W. Foster, *The East India House. Its history and associations* (London, 1924) and *John Company* (London, 1926). *See* also Note 2 above.
4. C.H. Philips, *The East India Company 1784–1834* (Oxford, 1961), pp.3–4. For published summaries of the debates of the General Courts of Proprietors, *see Debates at East India House*, 6 vols (London: Black, Parbury and Allen, 1816–58), also the *Asiatic Annual Register* (London, 1799–1811) and *Asiatic Journal and Monthly Miscellany* (London, 1816–45).
5. Court Minutes, 5 Mar 1713 [1714], B/52, pp.647–648; also Court Minutes, 14 Apr 1714, B/53, pp.4–5.
6. 17 Geo. III, c.8.
7. P. Auber, *An analysis of the constitution of the East India Company* (London, 1826), p.197.
8. *Ibid*, p.199.
9. *See* above Note 4.
10. Court Minutes, 4 May 1785, B/101, p.46; also Court Minutes, 16 Apr 1788, B/107, pp.6–7.
11. For the functions of the main standing committees between 1709 and 1834, *see* Statement of the business allotted to the several classes of Committees of the Court of Directors [? 1786], Home Miscellaneous Series, H/67, pp.69–84; Morton to Rouse, 28 Apr 1785, Home Miscellaneous Series, H/362, pp.5–6; *Proceedings of the Select Committee appointed by the General Court of Proprietors on 6 October 1813 etc.*, pp.206–207; also Auber's *Analysis*, pp.182–194. The annual membership of the committees is usually recorded in the Court Minutes (B) around April–May of each year.
12. Court Minutes, 4 Apr 1834, B/187, pp.643–646.
13. Court Minutes, 10 Apr 1834, B/188, pp.2–4.
14. M.I. Moir, "A study of the history and organization of the Political and Secret Departments of the East India Company, the Board of Control and the India Office

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1784–1919". (Thesis for London University Diploma in Archive Administration, 1966), pp.95–106.

15. The publications listed above in Notes 2 and 3 may also be consulted for the functions and development of the main departments at East India House in addition to the detailed references provided below in Notes 16 to 47.
16. Statement of the Accountant's Office etc., 5 Apr 1785, Home Miscellaneous Series, H/362, pp.19–21; *Proceedings of the Select Committee appointed by the General Court of Proprietors on 6 October 1813 etc.*, pp.65–67; Accountant General's Department: Orders and regulations, c. 1815–58, L/AG/9/9/1, ff.1–70; Court Minutes, 11 Jul 1834, B/188, pp.438–439; Court Minutes, 20 Mar 1835, B/189, pp.577–580; Court Minutes, 15 Dec 1835, B/191, pp.179–181; Court Minutes, 20 Jan 1836, B/191, pp.301–307; Keith's memorandum of 5 Feb 1848, Accountant General's Department: Estimates, Statements etc., L/AG/18/2/27, pp.1–9.
17. Court Minutes, 18 Feb 1852, B/223, pp.702–706.
18. The Auditor's Office, 8 Apr 1785, Home Miscellaneous Series, H/362, pp.29–31; Extracts from Minutes of the Court etc. relating to the Auditor's Office, *c* 1724–1806, Accountant General's Department: Miscellaneous Papers, L/AG/9/8/1, pp.72–76; *Proceedings of the Select Committee appointed by the General Court of Proprietors on 6 October 1813 etc., op cit*, pp.52–57, and 83; Court Minutes, 11 Jul 1834, B/188, pp.438–439; Court Minutes, 20 Mar 1835, B/189, pp.577–580; Court Minutes, 15 Dec 1835, B/191, pp.179–181; Court Minutes, 20 Jan 1836, B/191, pp.301–307.
19. Court Minutes, 17 Feb 1809, B/148, pp.1148–1157; Court Minutes, 28 Oct 1814, B/160, pp.654–655; Shipping Committee Minutes, 18 Oct 1814, L/MAR/C/29 (now L/MAR/1/4), pp.362–366.
20. Correspondence Committee Reports, 20 Dec 1809, D/51, pp.129–135; Court Minutes, 22 Dec 1809, B/150, pp.1140–1149; W. Foster, *A guide to the India Office Records 1600–1858* (London, 1919), pp.ii–vi.
21. Court Minutes, 24 Feb 1807, B/144, pp.1265–1266; Court Minutes, 6 Nov 1816, B/164, p.668.
22. Correspondence Committee Minutes, 12 May 1814, D/4, pp.704–705; Court Minutes, 15 Feb 1832, B/184, 5th folio; Correspondence Committee Reports, 27 Mar 1832, D/86, pp.56–57; Court Minutes, 28 Mar 1832, B/184, 4th folio.
23. For the functions of the clerks to the committees *see Proceedings of the Select Committee appointed by the General Court of Proprietors on the 6th October 1813 to consider and report upon the expediency of augmenting the allowances to the Directors for their attendance upon the business of the Company* (London, 1814), pp.36–44, 70–76 etc. *See* also Note 11 above.
24. Martin Moir, "The Examiner's Office — the emergence of an administrative élite in East India House (1804–58)", in *India Office Library and Records Report for the year 1977* (London, 1979), pp.25–42; K. Ballhatchet and J. Harrison, *East India Company studies. Papers presented to Professor Sir Cyril Philips* (Hong Kong, 1986), pp.124–152. These articles contain full references to archival sources.
25. Accountant General's Department: Organization of the Company's home establishment, L/AG/30/12, pp.201–220.
26. Court Minutes, 12 Jun 1800, B/131, pp.226–230; Court Minutes, 27 Mar 1829, B/181, f.5; Court Minutes, 24 Jun 1829, B/182, 9th folio; Court Minutes, 17 Oct 1832, B/185, ff.8–9; *See* also Note 16 above.
27. Accountant General's Department: Organization of the Company's home establishment, L/AG/30/12, p.304.
28. Court Minutes, 2 Aug 1769, B/85, pp.137–138; Court Minutes, 20 May and 3 Jun

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1772, B/88, pp.39 and 54; Court Minutes, 10 Jul 1793, B/117, p.258; Correspondence Committee Reports, 26 Mar 1817, D/60, pp.162–164; Court Minutes, 26 Mar 1817, B/164, pp.1,180–1,181. *See* also W. Foster, *John Company*, (London, 1926), pp.233–245.

29. Court Minutes, 18 Aug 1815, B/161, pp.408–409; Court Minutes, 25 Jul 1821, B/173, p.300. *See* also Note 25 above.
30. Court Minutes, 1 Apr 1779, B/94, pp.626–627; Accountant General's Department: Organization of the Company's home establishment, L/AG/30/12, pp.303–304.
31. Court Minutes, 6 Jan 1802, B/134, p.900; Military Special Collections, 1800–12, L/MIL/5/397, No 168; Court Minutes, 3 Dec 1806, B/144, p.1008; Court Minutes, 30 Dec 1818, B/168, pp.921–922; Accountant General's Department: Organization of the Company's home establishment, L/AG/30/12, pp.406–420.
32. A.J. Arberry, *The Library of the India Office. A historical sketch* (London, 1938); Accountant General's Department: Organization of the Company's home establishment, L/AG/30/12, pp.442–445.
33. Court Minutes, 4 Apr 1834, B/187, p.646; Court Minutes, 6 Dec 1837, B/195, p.218. *See* also Note 12 above.
34. Court Minutes, 6 Apr 1804, B/138, pp.1509–1510; Correspondence Committee Reports, 24 Feb 1809, D/50, pp.319–321; Court Minutes, 1 Mar 1809, B/148, pp.1211–1212; Court Minutes, 31 May 1809, B/149, p.276; Military Special Collections, L/MIL/5/397, No 168; Accountant General's Department: Organization of the Company's home establishment, L/AG/30/12, pp.376–394. *See* also *Proceedings of the Select Committee appointed by the General Court of Proprietors on the 6th October 1813 etc.*, (London, 1814), pp.76–80, and A.J. Farrington, *Guide to the records of the India Office Military Department* (London, 1982), pp.v–vi.
35. Ray Desmond, *The India Museum 1801–1879* (London, 1982).
36. Court Minutes, 17 Feb 1809, B/148, pp.1148–1157; Court Minutes, 27 Mar 1829, B/181, f.5; Court Minutes, 24 Jun 1829, B/182, f.9; Court Minutes, 17 Oct 1832, B/185, ff.8–9; Court Minutes, 2 Jul and 11 Jul 1834, B/188, pp.403–404, 438–439; *Proceedings of the Select Committee appointed by the General Court of Proprietors on the 6th October 1813 etc.*, pp.39–40.
37. W. Foster, *A guide to the India Office Records 1600–1858* (London, 1919), pp.ii–v. *See* also Note 20.
38. Correspondence Committee Reports, 30 Sept 1814, D/56, pp.617–618; Court Minutes, 5 Oct 1814, B/159, pp.593–594; Accountant General's Department: Organization of the Company's home establishment, L/AG/30/12, p.342; W Foster, *A guide to the India Office Records 1600–1858* (London, 1919), pp.v–vi.
39. Detailed contemporary descriptions of the work of the Secretary's Department are surprisingly rare, particularly during the eighteenth and early nineteenth centuries. *See* Account of the clerks and their salaries and employments in the Secretary's Office, April 1725, Home Miscellaneous Series, H/62, p.13; Statement etc. of the Secretary's Office etc., April 1785, Home Miscellaneous, H/362, pp.15–16; Correspondence Committee Reports, 21 Jun 1815, D/57, pp.600–601; 2nd Report of the Special Committee on the Home Establishment, 25 Feb 1831, Accountant General's Home Establishment Records, L/AG/30/7; Accountant General's Department: Organization of the Company's home establishment, L/AG/30/12, pp.201–266, 282–289, 307–313, 319–320.
40. Court Minutes, 14 Sept 1750, B/71, p.163; Home Miscellaneous Series, H/362, p.43; Accountant General's Department: Organization of the Company's home establishment, L/AG/30/12, pp.485–489; Court Minutes, 4 Apr 1834, B/187, p.646;

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Finance and Home Committee Reports, 8 Nov 1859, L/F/1/90, No 336.

41. Home Miscellaneous Series, H/362, p.43; Accountant General's Department: Organization of the Company's home establishment, L/AG/30/12, pp.479–481.
42. Accountant General's Department: Organization of the Company's home establishment, L/AG/30/12, pp.42–43, 251–254, 268–271.
43. Court Minutes, 15 Apr 1752, B/72, p.12; Home Miscellaneous Series, H/362, p.47; Accountant General's Department: Organization of the Company's home establishment, L/AG/30/12, pp.316–318; W. Foster, *The East India House. Its history and associations*, (London, 1924).
44. Court Minutes, 14 Sept 1750, B/71, p.163; Home Miscellaneous Series, H/67, p.75; Home Miscellaneous Series, H/362, p.27; Accountant General's Department: Organization of the Company's home establishment, L/AG/30/12, pp.177–189; Court Minutes, 11 Jul 1834, B/188, pp.438–439; Court Minutes, 20 Mar 1835, B/189, pp.577–580.
45. Home Miscellaneous Series, H/362, pp.23–25; Court Minutes, 17 Oct 1832, B/185, ff.8–9; Court Minutes, 11 Jul 1834, B/188, pp.438–439.
46. Accountant General's Department: Organization of the Company's home establishment, L/AG/30/12, pp.292–294.
47. Correspondence Committee Reports, 30 May 1770, D/26, pp.189–190; Court Minutes, 30 May 1770, B/86, p.43; Correspondence Committee Reports, 10 Apr 1776, D/29, pp.65–66; Court Minutes, 10 Apr 1776, B/91, p.567; Accountant General's Department: Salary Warrants, 25 Sept 1782, L/AG/9/6/13.
48. Accountant General's Department: Organization of the Company's home establishment, L/AG/30/12, pp.640–697, 706–713; A.J. Farrington, *The records of the East India College, Haileybury, and other institutions* (London, 1976), pp.113–116.
49. Accountant General's Department: Organization of the Company's home establishment, L/AG/30/12, pp.593–628; A.J. Farrington, *The records of the East India College, Haileybury, and other institutions* (London, 1976), pp.3–10.
50. A.J. Farrington, *The records of the East India College, Haileybury, and other institutions* (London, 1976), pp.127–128.
51. Accountant General's Department: Organization of the Company's home establishment, L/AG/30/12, pp.466–474; W. Foster, *John Company* (London, 1926), pp.153–184.
52. C.E.C. Townsend, "The East India Warehouses in Cutler Street" (*Port of London Authority Monthly*, vol 30, no 464, pp.248–252).
53. Military Department Special Collections, L/MIL/5/416 (331) and 436 (427); J.W. Burrows, "The Essex Militia" in *The Essex Regiment*, vol 4 (1929), pp.167–174.
54. *Proceedings of the Select Committee appointed by the General Court of Proprietors on the 6th October 1813 etc.* (London, 1814), pp.9–36. *See* also Note 3.
55. *Minutes of Evidence taken before the (House of Commons) Select Committee on Indian Territories*, Question 23 (H of C 1852, x. 533, pp.4–5).
56. Martin Moir, "The Examiner's Office and the drafting of East India Company despatches", in K. Ballhatchet and J. Harrison, *East India Company studies. Papers presented to Professor Sir Cyril Philips* (Hong Kong, 1986), pp.124–152.
57. W. Foster, *John Company* (London, 1926), pp.256–257; C.H. Philips *The East India Company 1784–1834* (Oxford, 1961), pp.21–22 etc.; M.I. Moir, "A study of the history and organization of the Political and Secret Departments of the East India Company etc.". (Thesis for London University Diploma in Archive Administration, 1966), pp.32–36.

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58. Correspondence Committee Reports, 6 Apr 1804, D/44, pp.239–249; Despatches to Bengal, E/4/727, pp.313–376; *Minutes of evidence taken before the (House of Commons) Select Committee on the affairs of the East India Company* (H of C 1831–32, ix. 735I, pp.23–26); W. Foster, *John Company* (London, 1926), p.256. The collections referred to are now located in IOR: F/4.
59. Accountant General's Department: Organization of the home establishment, L/AG/30/12, pp.328–333.
60. M.I. Moir, "A study of the history and organization of the Political and Secret Departments of the East India Company, etc." (University of London Diploma in Archive Administration, 1966), pp.86–106; C.H. Philips, *The East India Company 1784–1834* (Oxford, 1961), pp.261–275.
61. For general published accounts of the Board of Control, *see* W. Foster, *John Company* (London, 1926), pp.246–276; also C.H. Philips, *The East India Company 1784–1834* (Oxford, 1961).
62. Letters Patent appointing the Commissioners for the Affairs of India, 9 Sept 1841, o/1/450; W. Foster, *John Company* (London, 1926), p.271.
63. *Minutes of Evidence taken before the (House of Commons) Select Committee on Indian Territories* (H of C 1852, x.533, p.42).
64. Board's Minutes, 24 Jun 1816, F/1/6, p.234; W. Foster, *John Company* (London, 1921), p.268.
65. Secret Board Minutes, L/P&S/2/1–2.
66. Board's Office Minutes, 21 Jan 1797, L/AG/43/2/1, pp.17–19.
67. Board's Office Minutes, 7 Dec 1797, L/AG/43/2/1, pp.21–25.
68. Board's Office Minutes, 11 Sept 1807, L/AG/43/2/1, pp.205–227; Jones to Grant, 8 Sept 1834, Board's Office Minutes, L/AG/43/2/2, pp.79–81.
69. Board's Office Minutes, 25 Jun 1816, L/AG/43/2/1, pp.386–387.
70. Board's Office Minutes, 27 Aug 1835, L/AG/43/2/2, pp.201–209.
71. Wood's Minute, 6 Oct 1853, Board's Office Minutes, L/AG/43/2/3, pp.287–289.
72. Board's Office Minutes, 7 Dec 1797, L/AG/43/2/1, pp.21–33.
73. Board's Office Minutes, 19 Aug 1797, 11 Sept 1807 and 4 Dec 1807, L/AG/43/2/1, pp.31–32, 214–216, 233–235; also *Minutes of evidence taken before the (House of Commons) Select Committee on the affairs of the East India Company* (H of C 1831–32, ix, 735I, pp.21–22).
74. Meheux's Memorandum on the business of the office, 7 Sept 1804, Home Miscellaneous Series, H/341, p.553; Board's Office Minutes, 7 Dec 1797, L/AG/43/2/1, pp.22–23; M.I. Moir, "A study of the history and organization of the Political and Secret Departments of the East India Company etc." (University of London Diploma in Archive Administration 1966), p.55.
75. Private report upon the state of the Office of the Commissioners for the Affairs of India, Sept 1804, Home Miscellaneous Series, H/341, pp.565–580. Jones to Grant, 8 Sept 1834, Board's Office Minutes, L/AG/43/2/2, pp.79–81.
76. Board's Office Minutes, 11 Sept 1807, L/AG/43/2/1, pp.205–216.
77. Board's Office Minutes, 16 Dec 1823, L/AG/43/2/1, pp.497–501; Board's Office Minutes, 5 Feb 1834, L/AG/43/2/2, pp.69–71; *Minutes of evidence taken before the (House of Commons) Select Committee on the affairs of the East India Company* (H of C 1831–32, ix, 735I, p.21).
78. Board's Office Minutes, 25 Apr 1826, L/AG/43/2/1, pp.549–554.
79. Board's Office Minutes, 13 Mar 1838, L/AG/43/2/2, pp.309–316.
80. Board's Office Minutes, 7 Apr 1855, L/AG/43/2/3, p.313.
81. Although a separate Public Works branch was established in the Examiner's Depart-

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ment at East India House from 1856 onwards it appears that the Board of Control did not follow suit but continued to use the Public Department for correspondence on Public Works matters until 1858. *See* also Donovan Williams, *The India Office 1858–1869* (Hoshiarpur, 1983), p.78.

82. Board's Office Minutes, 8 Sept and 10 Sept 1784, L/AG/43/2/1, pp.1, 3–4.
83. Board's Office Minutes, L/AG/43/2/1, pp.6–7, 9, 11, 29, 311, 453–454.
84. Board's Office Minutes, 7 Dec 1797 and 28 Jun 1822, L/AG/43/2/1, pp.29–30, 453.
85. Board's Office Minutes, 17 Jul 1811 and 30 Sept 1813, L/AG/43/2/1, pp.311, 347; also W. Foster, *John Company* (London, 1926), p.265.
86. This brief account is largely based on an examination of the surviving Political Department Previous Communications and Drafts in L/P&S/6. For contemporary descriptions of the system *see* especially *Minutes of evidence taken before the (House of Commons) Select Committee on the affairs of the East India Company* (H of C 1831–32, ix, 735I, pp.23–25); also *Report from the (House of Commons) Select Committee on Indian territories: Minutes of evidence* (H of C 1852, x. 533, pp.40–42).
87. M.I. Moir, "A study of the history and organization of the Political and Secret Departments of the East India Company, the Board of Control and the India Office 1784–1919". (Thesis for London University Diploma in Archive Administration, 1966), pp.52–68. This thesis also provides full references to relevant original source materials in the India Office Library and Records.

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THE INDIA OFFICE (1858–1947) AND THE BURMA OFFICE (1937–48)

HISTORICAL BACKGROUND

Under the terms of the Act of 1858 (21 & 22 Vict. c. 106) the dual responsibility of the East India Company and the Board of Control for the government of India was brought to an end. Instead that government was put fully and directly under the British Crown acting through a Secretary of State, assisted by a body of advisers and a staff of permanent officials drawn from the establishments of the Company and the Board. The India Office thus constituted remained solely responsible for the supervision and direction of the government of India until 1947, although the nature of this role changed somewhat as India gradually acquired a measure of autonomy. After a complex and prolonged political struggle, the British withdrew from the Sub-continent in August 1947, leaving power in the hands of the two independent successor states of India and Pakistan. The India Office was then formally dissolved and its staff largely transferred to the Commonwealth Relations Office which took over the management of British relations with India and Pakistan within the Commonwealth framework.[1]

The supervision of British administration in Burma was also part of the general responsibilities of the India Office until 1937 when the government of that country was separated from India and placed under the new Burma Office headed by a Secretary of State (who, however, combined that position with that of Secretary of State for India). When Burma in its turn became independent in January 1948 the Burma Office was wound up and future British diplomatic contacts were conducted through the Foreign Office.

Given its unique position at the head of the Indian Empire, the office of the Secretary of State for India inevitably acquired a formidable mystique of political and bureaucratic power.[2] This impression was visually enhanced by the rather grand building overlooking St. James's Park, Westminster, which the office occupied between 1867 and 1947, with its imposing tower, sweeping stairways, durbar court and elaborate imperial-style statuary and decoration.[3] However, if we

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wish to penetrate behind this imposing facade and identify the real institutional character of the India Office, as this developed between 1858 and 1947, it is necessary to place the office more precisely in its historical and administrative context, including its position at the intersection of the British and Indian governments.

Historically, the Secretary of State for India enjoyed one very considerable advantage over his predecessors in the Company and the Board in that his responsibility for British Indian policy was full and undivided. Nor was he usually faced within Britain, as the Company had often been, with the need to ward off regular attacks from powerful critics and would-be supplanters.

To these assets was added another in the form of the peculiar way in which the India Office was largely funded from Indian revenues until the Government of India Acts of 1919 and 1935. This arrangement was effective in enabling the office to withstand the British Treasury's efforts to secure supervisory control over its internal staffing and personnel policies. It was not, in fact, until 1937 that the India Office staff were more fully integrated in the Treasury-directed civil service.[4] Somewhat similarly, until the 1919 Act, the financial autonomy of the office also served to deflect or diminish Parliamentary attempts to accomplish the kind of full and regular review of Indian policy and finance which would have followed from the placing of the Secretary of State's salary upon the British estimates.[5]

Whilst these various domestic factors undoubtedly contributed to the strength and independence of the India Office within Whitehall, especially during its earlier and middle decades, it is, of course, true that the larger determinants of its changing administrative character lay far away in South Asia. To appreciate the effects of this Indian dimension upon the India Office in a little more depth, the broad development of British government in the Sub-continent needs first to be briefly reviewed. This outline will then make it possible to focus more clearly on the changing role of the India Office vis-à-vis the British Indian government — a role which in its widest sense also helps to explain the immense scope and content of the India Office Records.[6]

The Government of India, as transferred from the Company to the Crown in 1858, already extended throughout most of the Sub-continent, as well as into Lower Burma and the Straits Settlements (Malaysia and Singapore). The majority of these territories formed part of "British India" and were governed directly; other extensive but scattered areas, "the Indian States", remained under the control of Indian rulers who, however, recognized British suzerainty. The essen-

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tial structure and style of administration within British India at this stage may be broadly described as centralized, hierarchical and autocratic, with authority flowing down from the Governor-General and Council in Calcutta through a range of provincial governments to district officials. The provincial governments were themselves variously categorised, with the senior Presidencies of Madras and Bombay headed by Governors and Councils, whilst Bengal and more recently annexed territories (eg. North-Western Provinces, Oudh and Punjab) were controlled by Lieutenant Governors or Chief Commissioners. Although many of these local administrations had also developed their own peculiar systems and traditions, they were all in this period generally subject to tight control from the centre, especially in the key areas of finance and legislation.

For the purpose of this brief historical sketch the main developments affecting the shape and structure of the Raj after 1858 may be very roughly divided into three aspects:

Territorial
Constitutional
Administrative

Territorial development

Compared with the immense extension of territory that took place under Company rule (*see* pp.18–19), the Indian government under the Crown was less expansionist. Thus the comparatively few significant annexations that took place later were mainly confined to the nineteenth century, viz. British Baluchistan (1877), Upper Burma (1886), and the border tracts of the North-West Frontier (1892+). Thereafter the Government of India remained settled within fairly fixed, though not always clearly demarcated, frontiers. Conversely, the growth of this more solid and homogeneous concept of the "Indian Empire" was also partly reflected in the official decisions that led to the detaching of certain obviously "non-Indian" areas from the Raj, notably the transfer of the Straits Settlements to the Colonial Office in 1867, the constitution of a separate government for Burma in 1937 and the assignment of Aden to the Colonial Office in the same year.

On the other hand, it is also clear that in many aspects of its external relations the Viceroy's government continued to assert the same political and strategic interests as the Company had done, whilst

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developing new concerns and involvements of which the Company had been much less aware. For instance, although in practice the entire northern boundaries of the Indian Empire were largely fixed by the late nineteenth century, official concern for the security of these frontiers remained peculiarly strong right down to Independence — occasionally exploding into trans-frontier expeditions (eg. Afghanistan in 1878–79 and Lhasa in 1904), and constantly requiring costly military and diplomatic arrangements. Further west, British Indian political agents were also regularly stationed in Iran, Iraq, the Gulf and Aden, largely to safeguard what were still viewed as the vital defensive approaches to India.

Two major external preoccupations of a different kind also developed, especially from the second half of the nineteenth century, partly as a result of India's increasingly close links with the rest of the British Empire. The first arose from the way in which the Indian Army came by arrangement with the British imperial government to be relied upon as a unique source of military strength for the Empire as a whole. Hence Indian troops were frequently despatched to fight campaigns or perform garrison duties in countries as far away as Egypt, Sudan, Ethiopia, Iran and China as well as being immensely involved in both World Wars. The second development which significantly widened the horizons of the Raj was the continuing spread of Indian emigrants, mainly through the indentured labour system, to many parts of the British Empire, including Fiji, Malaya, Ceylon, Mauritius, East and South Africa and the West Indies etc. This phenomenon gradually provoked British Indian concern for the economic and political conditions of these emigrants in their new homes.[7]

Constitutional development

Under the Crown the centralized autocratic form of government inherited from the Company was gradually but significantly modified in two main directions:

(a) The executive authorities (ie. the Government of India and the provincial governments) were made more responsive to representative bodies (ie. the legislatures).
(b) The system became more decentralized with more responsibilities devolved on to the provincial governments.

The historical process in which these developments took place can also

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be conveniently divided into two broad phases: from 1858 to 1919, and from 1919 to 1947. The first phase gets under way with the Indian Councils Act of 1861 (24 & 25 Vict., c. 67) which not only restored the legislative powers of the governments of Madras and Bombay — previously withdrawn by the Charter Act of 1833 — but also provided for the nomination of small groups of non-official Indians to the Legislative Council of the Governor-General and to the Councils at Madras and Bombay. Further cautious increases in the powers and size of these bodies, and in the method by which their members were chosen, were effected through the later Indian Council Acts of 1892 and 1909 (55 & 56 Vict., c. 14, and 9 Edw. VII, c. 4). With the Act of 1909 the process had reached the point where:

> (1) Non-official members predominated in the provincial councils but not in that of the Governor-General.
> (2) A fair proportion of these members were directly or indirectly elected by various groups or communities (eg. large landowners, trade associations, universities, Muslims etc.).
> (3) The legislative councils could enact legislation, move resolutions and ask questions, but had no effective control over the executive bodies.
> (4) Legislative councils had been established in other provinces (besides Madras and Bombay), including Bengal, the United Provinces and Punjab.

In a broadly parallel process begun in 1870 by Lord Mayo, a measure of decentralization was also gradually introduced into the financial relations between the provincial and central governments, with the former being allotted fixed shares of the revenues they collected from which in turn they were required to meet substantial parts of their expenditure.

Not surprisingly, this rather cautious constitutional settlement failed to satisfy the growing political demands of the Indian nationalists led by the Indian National Congress (established 1885) and the Muslim League (founded 1906). Equally, by 1917–18, the British government — acutely aware both of the increasing national opposition and the huge Indian contribution to the war effort — felt it necessary to launch a new political initiative in the form of the Montagu-Chelmsford reforms, with their powerful if indefinite promise of progress towards "responsible government". This programme in fact leads into the second broad phase of constitutional development — a period of nearly thirty years during which the basic terms of Indian political debate and conflict rapidly moved forward from the cautious schemes

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of Minto and Morley and Montagu and Chelmsford to reach the deeper democratic waters of mass suffrage, responsible ministries, federal structure and, finally, Independence through Partition. The very complex stages in this political process cannot be dealt with here. What, however, need to be indicated are the basic changes in the direction of representative and federal government which were then introduced through the Government of India Acts of 1919 and 1935 (9 & 10 Geo. V, c. 101 and 26 Geo. V, c. 2). In very summary fashion these changes affected the following areas:

Provincial government

1919: Under the "Dyarchy" system responsibility for certain branches of government (eg. education, local self-government, public health, cooperative societies) was transferred to Indian ministers chosen from, and responsible to, enlarged (and elected) legislative assemblies. The remaining "reserved" subjects (eg. land revenue, law and order, irrigation, labour etc.) were still controlled by the provincial governors and their executive councils. (By 1921 this general system applied to Bengal, Madras, Bombay, the United Provinces, Punjab, Bihar and Orissa, the Central Provinces and Assam; it was extended to Burma in 1923).

1935: Full provincial autonomy introduced with all ministers responsible to local legislatures for the whole range of government, though subject to the governors' special and discretionary powers. (Applied to the eleven governors' provinces, viz. Madras, Bombay, Bengal, UP, Punjab, Bihar, Central Provinces and Berar, Assam, North-West Frontier Province, Orissa and Sind).

Central government

1919: Established a large bicameral legislature, predominantly elected, and with a non-official majority, and enlarged legislative powers, but the Viceroy was still allowed to overrule the legislature, to withhold certain financial powers, and to nominate his own Executive Council.

1935: Largely perpetuated the 1919 system pending the introduction of a new federal form of government. The Viceroy's Council now said to be "responsive", if not "responsible", to the legislature.

Federation

1919: Prepared the way for a more federal form of government by clearly separating central subjects and sources of revenue from provincial ones.

1935: Envisaged the adoption of a comprehensive federal structure

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embracing both British India and the Indian States but made its introduction dependent on the latters' agreement to accede.

Franchise

1919: Replaced earlier very restricted franchise by a nation-wide property qualification plus special arrangements for minority groups: about seven and a half million enfranchised.

1935: Extended the property franchise to include about thirty million voters.

In the event the constitutional and administrative changes enacted or envisaged in the India Act of 1935 were drastically curtailed during the Second World War and subsequently transformed in the rapid movement towards independence and the creation of Pakistan through Partition in 1947.[8]

Administrative development

The development of the main departments attached to the secretariats of the central and provincial governments under Company administration has already been briefly noticed (p.20). A similar expansion in the number and functions of the secretariat departments gradually took place between 1858 and 1947, especially as the range of government involvement in new activities widened (eg. in relation to agriculture, industry, labour, commerce, education, health, research, public administration and international affairs etc.). A general idea of the extent and nature of this development can be gained from comparing the range of departments maintained by the Government of India at various points during this period:

1860: Home, Foreign, Financial, Military and Public Works (ie. five departments).

1920: Home, Foreign and Political, Finance, Army, Public Works, Education, Legislative, Commerce and Industry, Reforms (ie. nine departments).

1945: Home, Finance, Defence, Commerce, Railway, External Affairs, Industries and Civil Supplies, Labour, Legislative, Education, Health and Lands, Post and Air, War Transport, Information and Broadcasting, War, Planning and Development, Military Finance, Political, Supply (ie. eighteen departments).

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The India Office and the Government of India

Before outlining the more detailed development of the India Office's administrative relationship with the Government of India between 1858 and 1947, we must first notice certain wider influences that at the outset contributed to the way in which that relationship generally worked. For example, the prestige of the Governor-General of India in 1858 was certainly enhanced by the addition of the honorific title of Viceroy that came with the Crown's assumption of direct responsibility. How far would such an eminent functionary agree in practice to receive detailed instructions from London? No doubt it partly depended on his own personality and policies, as well as those of the Secretary of State, and the story of the relationship between the two sides, from Salisbury (1867–68 and 1874–78) to Curzon (1899–1905) and beyond, presents a wealth of illustrative data with which to substantiate the importance of these personal and political factors.

At the same time to set against these influences, it is also necessary to take into account the importance of the improvements in official communications between Britain and India resulting from the establishment of the overland and submarine cables (1858–70) and the opening of the Suez Canal (1869). With the telegraph now at his disposal, it was certainly far more tempting than before for the Secretary of State to seek to impose his will, or at any rate to ensure that the British Indian authorities received a timely and regular flow of orders and instructions.

The evolution of the administrative relationship between Britain and India under the India Office can be conveniently split up into two main phases, corresponding to the broad pattern of constitutional development in India itself, already described, viz. 1858–1919 and 1919–1947.

During the first of these periods the constitutional authority of the Secretary of State was, on paper at least, almost unlimited. Thus under the Act of 1858 and the consolidated India Act of 1915–16, his powers were not only declared to be identical with those previously exercised by the Company and the Board but they were also given an extra affirmative strength:

> In particular, the Secretary of State may subject to the provisions of this Act, superintend, direct and control all acts, operations and concerns which relate to the government and revenues of India, and all grants of salaries, gratuities and allowances and all other payments and charges, out of or on the revenues of India.[9]

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As far as the general pattern of official exchanges is concerned, it is clear that the Secretary of State's statutory powers of superintendence, direction and control were regularly deployed in a variety of administrative forms and practices during this earlier period. Virtually all questions of administrative or political significance were by common usage reported to the India Office by the Indian government, as well as by the govèrnments of Bombay and Madras, in regular, often lengthy, letters and reports. Similarly the system required that the comments, criticisms and instructions of the "Home Government" were just as regularly relayed to India through despatches and telegrams. The doctrine of the Secretary of State's "superintendence" was also used to justify the continuing obligation imposed on the central and provincial governments in India to supply the India Office with copies of their printed monthly Proceedings.[10] By 1919 the situation was such that senior India Office officials like Sir Arthur Hirtzel and Sir Malcolm Seton had themselves become openly sceptical of the need to refer so many very minor matters to London.[11]

In addition to this regular general supervision, the Secretary of State also exercised a specially detailed control over the key areas of Indian finance and legislation. For example, in the financial sphere, although a measure of sanctioning power was necessarily delegated to British Indian officials, all such acts of delegation were meticulously defined and recorded in complex financial codes and audit resolutions. Care was also taken to ensure that all major expenditure, such as the Indian Budget Estimates and the financial proposals of the Military, Public Works and Railway departments, were properly submitted for India Office approval.[12]

Likewise in dealing with proposed Indian legislation, the India Office usually insisted that all bills (other than those of a purely formal nature) could only be introduced into legislatures after the Secretary of State had seen and approved their terms either in full or summary form. Moreover, even after their eventual enactment in India, all Acts were still formally subject to possible disallowance by the Crown (through the Secretary of State).

The new official momentum towards more responsible government in India that starts with the Montagu-Chelmsford reforms also had a significant effect on the way in which the Secretary of State's authority over the Government of India was conceived and exercised. On a high constitutional plane this process was expressed through the changing general definitions of the Secretary of State's powers given in the successive Government of India Acts of 1919 and 1935. Thus although the 1919 Act retained the strong concept of superintendence,

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direction and control contained in the earlier statutes, it also expressly provided for the need to restrain and regulate the Secretary of State's powers. Similarly, the Act of 1935 (s 314(1)) was largely content to describe the Government of India as subject to the "general control" of the Secretary of State during the period prior to the establishment of the Federation scheme. Essentially, what lay behind these and other changes was the constitutional notion that in proportion as the central and provincial governments were, under the terms of these Acts, rendered more responsible to Indian legislatures — albeit in varying degrees — so they also had to become progressively less subject to detailed control from the India Office.

In conformity with the way in which the constitutional reforms were developed in India, the change in the Secretary of State's powers was more marked in relation to the provincial governments than it was with the central government. Thus, following the Act of 1919, the India Office's control over the provincial "transferred subjects" (*see* p.65 above), was very largely withdrawn. By 1923 too, the earlier regulations enjoining the prior need for consultation with the Secretary of State before bills were introduced into the provincial legislatures had also for the most part been waived.[13]

In the case of the provincial "reserved subjects" the basic constitutional position was of course different, with the governors, and behind them, the Secretary of State, still very much in charge. Even here, however, the India Office agreed to give more financial autonomy to the governors and their executive councils. Finally, the whole process of gradually loosening India Office control over the main provinces was advanced much further with the introduction of full provincial autonomy in 1937.

Given the more limited progress towards responsible government at the centre in India, as regulated by the Acts of 1919 and 1935, the Secretary of State's controlling powers generally remained more solid in relation to the Viceroy's government, particularly in matters such as defence, foreign affairs, debt charges, and the control of the Secretary of State's services. Nevertheless a significant reduction in the practice of referring questions to the Home Government is also discernible in this area. For example — as with the provinces — further financial powers were delegated to the Government of India, and fewer bills were reserved for the Secretary of State's approval prior to introduction.[14] Also, from the conclusion of the Fiscal Convention in 1921, the India Office largely withdrew from active intervention in Indian tariff policy which was recognized as primarily an Indian rather than a British interest.[15]

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Overall this gradual relaxation of India Office control over large sections of Indian administration thus meant that by the 1930s and 1940s fewer issues were referred to London for resolution, that much of what did come was for advice and comment rather than decision, and that even the previous practice of forwarding copies of large quantities of Indian administrative papers for information only was now limited. By 1938, for instance, the India Office decided that, with the advent of full provincial autonomy, the traditional copies of the provincial governments' Proceedings (whose origin went back to the seventeenth century) were no longer needed.[16] And by March 1946 Sir William Croft, Deputy Under Secretary, could describe the then rather narrow range of Indian administrative questions referred to the Secretary of State in terms that predecessors, such as Hirtzel and Seton, would have found hard to recognize:

> . . . the bulk of the references to London from Departments of the Government of India were accounted for by matters relating to the Secretary of State's control over his own services, the conditions of service and matters relating to the use of British forces in India, and the conditions of service of European officers of the Indian forces. Apart from these it was largely at the discretion of the Government of India how much they refer to London but the Secretary of State often had asked for information and took interest in matters of Indian concern because of Parliamentary interest and demands for information.[17]

Croft's statement is also interesting because it makes clear that, despite the discretionary powers etc. by then enjoyed by the British Indian authorities, there were still issues in which the office continued to take a very active and controlling interest. Pre-eminent amongst these — perhaps so obvious in 1946 that there was no need for Croft to mention it explicitly — was the transcendent question of the "Transfer of Power". Given fresh urgency by the post-war British Government's commitment to speedy withdrawal from South Asia, this central question of how and when to give Independence inevitably dominated India Office objectives between 1945 and 1947. Indeed the office was obliged to keep in the closest possible contact with the Viceroy's government during those years in a sustained effort to resolve the successive policy issues and crises. However, in order to appreciate the wider historical role of the India Office in this process it is also necessary to see that the office had actively sought to tackle the basic issue of how to achieve a comprehensive settlement for British India — variously defined earlier as "responsible government"

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"dominion status" or "self-government" — for the preceding thirty years or more. Ironically, this final assertion of the Secretary of State's "superintendence, direction and control" — pursued from the Montagu-Chelmsford reforms and the 1919 Act, through the complexities of the Statutory Commission, the Round Table Conferences, the 1935 Act, the war-time political crises, and the Cripps and Cabinet Missions — ultimately entailed the dissolution of the India Office.

THE ORGANIZATION OF THE INDIA OFFICE

The India Office as it existed between 1858 and 1947 may be conveniently divided into four main administrative components:

The Secretary of State
The Council of India, and (from 1937) the Secretary of State's Advisers
The Under Secretaries
The Departments

The basic functions and inter-related powers of these components, and the way in which each evolved, are outlined below. An attempt is then made to show how all the different parts were actively combined in the overall process of official decision-making — a process which also had its own form of development.

The Secretary of State

The Secretary of State for India acted from 1858 and 1947 as the constitutional adviser to the Crown on all matters connected with the British government of India. Like other Secretaries of State, his appointment was made on the advice of the Prime Minister and formally effected by the delivery of the seals of office. As Secretary of State, he had two overlapping roles, on the one hand as a member of the Cabinet responsible, along with his colleagues, to Parliament, and on the other as the administrative head of his own department, the India Office. Like other ministers of the Crown, he could, if necessary, be moved to another post within the government, and, together with all his fellow ministers, he would normally yield up the seals of office in any general change of government.

Historically, the special functions exercised by the Secretary of State in relation to India originated in the provisions of the Government of

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India Act of 1858 (21 & 22 Vict., c. 106). In particular Section 3 of that Act conferred on the Secretary of State all the powers and obligations "in respect of the government and revenues of India, and in respect of all officers in India" which had previously been entrusted to the Board of Control and the East India Company, subject to certain other provisions contained in the Act. This central concept of the Secretary of State as the heir to the Company and the Board was never lost sight of in all subsequent legislation dealing with India, even though it was gradually overlaid with fresh formulations designed to give expression to changing views of the relations between the "Home Government" and the Government of India.

In purely statutory terms, the Secretary of State's powers were mainly limited on the one side by his responsibilities to Parliament, and, on the other, by the special functions conferred on the Council of India and, later, on the Secretary of State's Advisers. As regards Parliament, the Government of India Acts of 1858 and 1915 obliged the Secretary of State to

> (a) Seek the prior approval of both Houses to certain specific proposals (eg. the application of Indian revenues to military operations beyond the frontiers of India, the raising of loans on the security of the Indian revenues).
> (b) Lay before Parliament rules and orders affecting certain other matters (eg. additions to the India Office establishment and salaries, rules for admission to the Indian Civil Service, orders directing the armed forces in India to commence hostilities etc.).
> (c) Present to Parliament various annual returns (eg. Finance and Revenue Accounts, East India Financial Statements, Moral and Material Progress Statements etc.).

Of these obligations, that enjoining the presentation of the Financial Statements was used to provide Parliament with an annual opportunity to debate Indian policy, but, as has already been noticed (*see* p.61), since the Secretary of State's salary was paid out of Indian revenues, the resultant discussions hardly carried the force of a proper Parliamentary scrutiny of India Office estimates. And in general it may be said that, despite these and other opportunities for the debate of Indian affairs, Parliamentary interest in, and pressure on, the Secretary of State for India during the period between 1858 and 1919 was not usually either intensive or sustained.[18]

A somewhat more active period of Parliamentary interest was inaugurated by the Government of India Act of 1919, with its extensive redirection of British India constitutional policy, preceded by a Pre-

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amble which specifically declared that all future moves towards responsible government in India would be "determined only by Parliament, upon whom responsibility lies for the welfare and advancement of the Indian peoples". These developments combined with the 1919 Act's transfer of the India Office establishment charges from the Indian revenues to the British parliamentary estimates (9 & 10 Geo. V, c. 101, s. 33), tended to secure a more effective Parliamentary scrutiny of the Indian policies of the Secretary of State during the last phase of India Office administration.

The Secretary of State's position vis-à-vis the Council of India and its successor body was a good deal more complex and harder to define. At the same time the peculiar pattern of this relationship deeply affected the way in which the India Office actually functioned between 1858 and 1947. For these reasons it is necessary to analyse the constitution and powers of the Council of India in rather more detail.

The Council of India

Size The Council as originally constituted under the Act of 1858 consisted of fifteen members. From 1889 (by 52 & 53 Vict., c. 65) the number was made reducible to ten at the Secretary of State's discretion, and from 1907 (by 7 Edw. VII, c. 35) the membership was allowed to vary between ten and fourteen. Finally, the Act of 1919 (9 & 10 Geo. V, c. 101) limited the size of the Council to a minimum of eight and a maximum of twelve members.

Method of appointment and terms of office of members Of the fifteen members appointed under the 1858 Act, eight were appointed by the Crown and seven elected by the retiring Court of Directors. Vacancies in either group were then filled by the Crown and the Council respectively and members' terms of office were fixed for life or 'during good behaviour'. These arrangements, which clearly tended to diminish the Secretary of State's authority vis-à-vis the Council, were radically changed by an Act of 1869 (32 & 33 Vict., c. 97) which declared that in future all appointments should be made by the Secretary of State, and that members' terms of office should be limited to ten years, with, however, the possibility of securing a further five years term "for special reasons". Later legislation retained the provision for the five year renewal but reduced the initial basic term to seven years in 1907 (7 Edw. VII, c. 35) and five years in 1919 (9 & 10 Geo. V, c. 101).

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Members' qualifications At least nine of the fifteen members appointed under the Act of 1858 were obliged to have an "Indian qualification", ie. to have resided or served in India for ten years at least, and not to have left the country more than ten years before their appointment. The prescribed period since departure was later reduced to five years by the Act of 1907. It was further stipulated by the Act of 1919 that half the members (then fixed at between eight and twelve) should have the ten year residence/service qualification. Apart from these statutory qualifications, the Secretary of State also sought in various informal ways to secure what was considered "a good mix" for his Council. For example, it was usually contrived to have one member with experience of financial affairs in the City, another with experience of Indian banking or commerce, one ex-military man, a selection of ex-civilians representative of the principal Indian provinces, and, from 1907, usually several Indians deemed to be acceptable to British and Indian opinion.[19]

Meetings According to the Act of 1858, meetings of the Council were to be held as and when required by the Secretary of State, provided that at least one meeting was held in every week. It was also stipulated that five members would constitute a quorum. These basic provisions remained in force until the Act of 1919 which continued to entrust the Secretary of State with responsibility for calling meetings on condition that at least one meeting was held every month. In practice, however, it was soon afterwards agreed that meetings should normally continue to be held every week, with the quorum fixed at four or five depending on the number of members then present in Britain.[20]

Throughout the period from 1858 to 1937 the Secretary of State was authorized by statute to preside and vote at Council meetings (with power to give a casting vote). He was also empowered (a) to appoint a vice-president from amongst the members to conduct meetings in his absence, and (b) to sanction all decisions reached at meetings which he himself did not attend.

Committees The Act of 1858 (Section 26) allowed the Secretary of State to divide the Council into committees "for the more convenient transaction of business", and to "direct what departments of business are to be under the Committees". As provisionally constituted by Lord Stanley in September 1858, the committees were virtually identical in name and scope with the old committees of the Court of Directors, viz:

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Finance, Home and Public Works
Political and Military
Revenue, Judicial and Legislative

Each committee consisted of five members who elected their own chairmen — a significant indication of their initial sense of succeeding to the special powers of the Company's committees.[21]

As with so much of India Office organization and procedure, the decisive break with the old forms of Company administration came with Sir Charles Wood. Thus Wood considered it necessary to reduce the powers of the committees whilst increasing their number and redistributing their respective spheres of business. In November 1859 he therefore nominated six new committees: Finance, Public Works, Military, Political, Revenue (including Judicial and Legislative subjects), and Public.[22] Thereafter, the Secretary of State usually followed the practice of annually nominating the members of the various committees (including their chairmen), though, particularly after 1919, the nominations were often made at more irregular intervals.

During the long period following Wood's reform, the size of the committees fluctuated from three to seven members each, and, likewise, the scope and names of the committees varied to reflect changes in the distribution of business amongst the main departments of the India Office. For instance, in 1901 when Sir Arthur Godley, revised his "Memorandum on the Home Government of India", there were seven committees: Finance, Military, Political, Revenue and Statistics, Judicial and Public, Public Works and Stores.[23]

Committee meetings were normally held once a week to consider the business brought forward from the departments via the Under-Secretaries. In fact the main underlying function of the committees as clarified by Wood's reforms of 1859 was to provide members of the Council with an opportunity to examine, discuss, and comment on the Secretary of State's proposals in some detail before they were formally passed on to the Council as a whole (*see* below, pp.97–98). The committee system was also sufficiently pliable to allow certain complex or varied papers to go before more than one committee or even to a joint committee (eg. Finance *and* Military etc.).

As with other aspects of India Office organization, the committee system became considerably more flexible after the reforms promulgated in the India Act of 1919 which allowed the Secretary of State to draw up his own rules for the transaction of business. However, in the rules and orders approved in 1923 the pattern of standing commit-

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tees then formed was not all that different from that recorded by Godley back in 1901, viz:

> Finance, Special Finance, Judicial and Public, Revenue, Political, Military, Public Works, Services, and Library[24]

The Council's main powers 1858–1919 In its relations with the Secretary of State, the Council of India exercised a peculiar blend of advisory and controlling powers, with the advisory aspects becoming increasingly predominant. These special features are revealed most strikingly in the complex statutory formulations of the Council's role in the conduct of India Office correspondence. Reduced to their bare essentials, the Council's functions as set out in the Act of 1858 were as follows:

> (1) The Secretary of State was to submit all proposed orders and communications to the Council prior to issue, except those classed as "Urgent" or "Secret" (*see* below).
> (2) All such (non-Urgent, non-Secret) orders etc. were to be presented to the Council in one of two ways: *either* they were to be submitted for consideration at a Council meeting, and, if necessary, voted upon, *or* they were to be placed on the Council table for seven days for perusal and comment before being issued.
> (3) The Secretary of State was free to employ either method of presentation except that orders etc. dealing with certain specified matters (notably appropriations or grants from Indian revenues) had to be submitted to a Council meeting (*see* below).
> (4) The Secretary of State could, if he wished, overrule the majority view of the Council (and record his reasons for so doing) except in the case of the orders etc. dealing with the specified matters referred to above under (3), for which it was necessary to obtain the concurrence of the majority of members present (*see* also below).

Some of these brief formulations need further explanation.

Matters requiring the concurrence of a majority of Council members Several sections of the 1858 Act (Sections 30, 41 etc.) listed the subjects on which the Secretary of State could only issue orders with the agreement of the majority of members present at a Council meeting, and this list was slightly enlarged by an Act of 1861 (24 & 25 Vict., c. 54). The subjects thus defined included the following:

> (a) The grant or appropriation of any part of the revenues of India.
> (b) The borrowing of money upon the security of Indian revenues.

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(c) The selling, mortgaging, and purchasing of real or personal property, or entering into contracts.
(d) Regulations affecting the distribution of patronage among the authorities in India.
(e) The restoration of officers removed or suspended by the Indian authorities.
(f) The appointment of persons, not being covenanted civil servants, to certain scheduled posts in India.

The Council's power to control the Secretary of State's orders on these various matters constituted, in theory at least, the most formidable of its powers. In particular, the power over grants and appropriations from Indian revenues could, if applied literally, seriously impede the Secretary of State's capacity for independent executive action. It would also cause impossible delays for the Government of India if all their local financial proposals were held up while they waited for Council approval. In practice, however, various judicious compromises and interpretations were gradually reached and deployed which usually had the general effect of preventing serious clashes between the Secretary of State and the Council, whilst also delegating to the Government of India a certain degree of financial autonomy. In particular, by 1916 the Government of India Amendment Act (6 & 7 Geo. V, c. 37, Sch 1) had relieved the Secretary of State of the necessity of obtaining the Council's sanction for grants and appropriations from Indian revenues in the case of certain limited classes of expenditure which the Secretary of State, acting with the concurrence of a majority of votes at a Council meeting, had agreed to exempt from the normal process.

Urgency Section 26 of the 1858 Act precluded the Secretary of State from issuing urgent orders etc. on those specified matters that required the support of a majority of Council members (*see* above). The Act also obliged the Secretary of State, when treating any case as urgent (and not submitting it to the Council) to record for the Council his special reasons for so doing. *See* also p.103.

Secrecy In dealing with Secrecy, Sections 27 and 28 of the 1858 Act stated that the Secretary of State was empowered to issue Secret orders to India etc. without disclosing them to his Council, in cases where (if the Act had not been passed) the Board of Control would have sent instructions via the Secret Committee of the Court of Directors. Similarly, he could withhold from the Council the contents of letters marked Secret by the Indian authorities (they also being

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authorised to address their Secret letters to the Secretary of State on subjects which they had previously reported to the Secret Committee). In effect, therefore, the Act of 1858 accepted and perpetuated the definitions of the proper subject-matter of Secret correspondence contained in the Charter Act of 1833 (3 & 4 Will. IV, c. 85) and earlier legislation (*see* pp.27–28). That is to say, Secret despatches could be used by the Secretary of State to convey orders etc. on matters connected with war and peace and diplomatic negotiations, whilst the Indian authorities could "secretize" their own reports on similar matters, plus any questions concerning "the government of British territories" as were held to need secrecy. The 1858 Act also made it clear that, as with Urgent orders, Secret despatches could not be issued by the Secretary of State on subjects requiring the concurrence of a majority of Council members at a meeting (*see* above p.76).

During the long period between the India Acts of 1858 and 1919 the original secrecy provisions were subject to certain fairly significant amendments. Thus by 1901 it was confidentially agreed (after some debate) that a measure of flexibility could be used in interpreting these provisions to the extent of allowing the Secretary of State to withhold from his Council the India Office replies to Secret letters from India which dealt with "the government of British territories". Later, in 1916, the Government of India Amendment Act of 1916 (6 & 7 Geo. V, c. 37, Sch 1) formally enlarged the list of subjects which the Secretary was permitted to treat in Secret despatches (ie. not show to the Council) to include "the public safety and the defence of the realm", thereby regularising what had become established practice by the First World War.[25]

It may be tentatively concluded on the basis of the documentary evidence so far studied, that, taking the period from 1858 to 1919 as a whole, a viable *modus vivendi* between the Council of India and the Secretary of State was usually (though not always) achieved through a mixture of administrative skill and "give and take" by both sides. Thus, on the one hand, the Secretary of State seldom put his ultimate powers to override the Council to the test, usually preferring to secure members' agreement by exercising his considerable means of persuasion, or, if necessary, seeking a compromise. Equally, the Council was generally reluctant to push its powers of "financial veto" to extreme limits in the knowledge that (a) this would seriously endanger the delicate constitutional balance with the Secretary of State, and (b) they could hardly expect to overrule him on issues where he had the full support of the Cabinet behind him. On a more mundane administrative level, it is also important to recognize the contribution made by

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the Council committees in defusing controversial matters through their prior examination of the cases brought before them by the Under Secretaries and the heads of departments.[26]

The Council's main powers 1919–1937 Although many of the main features of the complex relationship between the Secretary of State and the Council as established by the Act of 1858 survived until the India Act of 1935, the system itself was subject to some significant statutory modifications by the Government of India Act of 1919. The prime target of these modifications, however, was evidently not so much the constitutional position of the Council (with its special, if somewhat ambiguous, powers), as the "intolerably cumbrous and dilatory" procedures which the system entailed.[27] Thus the Act of 1919 (9 & 10 Geo. V, c. 101) not only preserved the basic structure of the Council and its committees, but, somewhat surprisingly, it also maintained or adapted many of the special powers enjoyed by the Council under which the Secretary of State was obliged to secure the concurrence of the majority of members at a meeting to certain measures, including the celebrated "financial veto" (*see* p.77).[28] On the other hand, the Act for the first time relieved the Secretary of State of the long-standing formal obligation to submit *all* his proposed orders (except the Secret or Urgent ones) to the Council, and left him free to decide which cases he would continue to show to that body (apart from the specific measures that still needed to be submitted to meetings). In the rules for the transaction of business then issued, the Secretary of State with Council agreement ordinarily undertook to continue to consult his Council in one or other of the traditional ways — by submitting the really significant cases to a Council meeting or laying them on the Council table for four (not seven) days if the matter was "of sufficient importance and time permits".[29] The change itself seems slight but in a sense it was important because it formally broke the spell of the Council's omniscience and made the Secretary of State more of a master in his own office. *See* also pp.107–108.

Another related, if less significant, way in which the Act of 1919 tended to diminish the Council's position by enhancing that of the Secretary of State, took place in the area assigned to Secrecy. Thus, going a step beyond the 1916 Amendment Act (*see* above p.78), the 1919 Act omitted all mention of the traditional formulations about the proper subject-matter of Secret correspondence, as part of the general process, already described, of releasing the Secretary of State from the statutory obligation to conduct his correspondence in conjunction with the Council according to certain prescribed forms. In general, the rules

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then issued by the Secretary of State came down in favour of continuing the existing secrecy practice as amended by the Act of 1916, but added the significant proviso that in future "the Secretary of State decides what matters should be treated as 'Secret'".[30]

The Secretary of State's Advisers

The Government of India Act of 1935 (26 Geo. V, c. 2, ss. 278 and 314 (3)) abolished the Council of India and in its place established a special group of Advisers to the Secretary of State, who took up office in April 1937.

In many ways the constitution and composition of the new Advisers resembled those of the old Council. Thus the Advisers could number between eight and twelve, each was to be appointed by the Secretary of State for a term of five years, and at least half of the Advisers had to have held office in India under the Crown for at least ten years (and not to have left office more than two years before their appointment).[31] Similarly, meetings of the Advisers were to be held as and when the Secretary of State directed (though no rules as to their frequency were specified), and the meetings were also to be presided over by the Secretary of State or, in his absence, by one of the Advisers appointed to act as Vice-President by the Secretary of State.

As regards the appointment of committees of Advisers, the 1935 Act itself made no explicit reference to them. It was, however, decided in the rules of business issued in April 1937 that the Secretary of State would constitute four standing committees of Advisers:

> Finance (three members)
> Services (covering military as well as civil services; five members)
> Political (four members)
> Special Finance (six members)

As with the old Council of India committees, the Secretary of State was also empowered to appoint committee chairmen, although in the absence of a chairman the committee members were authorized to choose one.[32]

The precise extent to which the essential powers of the new group were less than those of the former Council of India is rather hard to assess. Section 278(6) of the new Act indicates that the Advisers were in general intended to act more in an advisory capacity than had the members of the Council:

> Except as otherwise expressly provided in the Act, it shall be in the discretion of the Secretary of State whether or not he consults with his

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> advisers on any matter, and, if so, whether he consults with them collectively or with one or more of them individually, and whether or not he acts in accordance with any advice given to him by them.

On the other hand, the framers of the 1935 Act were evidently loath to abandon altogether the traditional concept, inherent in some of the peculiar functions of the old Council, of a quasi-independent expert body which would act as a watchdog in certain areas of British Indian administration where extra safeguards were held to be necessary. Thus the Act contained a number of clauses in which the Secretary of State was required to obtain the concurrence of his Advisers before issuing orders on certain subjects (eg. the removal or dismissal of members of the Secretary of State's services, the making or interpretation of the more important rules relating to those services and — as a survival of the earlier financial veto of the Council — directions for grants or appropriations from the Indian revenues).[33] At the same time the 1935 Act allowed the Secretary of State more latitude as to the manner in which he obtained the Advisers' concurrence to such measures. *Either* he could do this by submitting the relevant proposals to an Advisers' meeting and hope to secure the agreement of at least half of those present, *or* he could (under Section 278(7) of the Act and the new rules of business) place the papers on the Advisers' table for four days, and if no objection was raised, proceed to act in the manner proposed.

However, if we adopt a broader historical perspective and, for example, compare the Advisers with their institutional ancestor, the Court of Directors of the East India Company, the Advisers must appear as fairly shadowy and insubstantial figures. Indeed, it is not perhaps over-ingenious to interpret the reluctance of some contemporary India Office officials to refer to the "body of Advisers", because, as one of them facetiously put it, the term "savours too much of the mortuary", as suggesting that even then the group was seen as somewhat moribund.[34] Obviously, a full assessment of the significance of the Advisers must await more detailed research. Work done on India Office documents between 1942 and 1947 in connection with the published *Transfer of Power* series does, however, on the whole indicate that the Advisers' role was not very important in resolving the major issues of constitutional and political policy that confronted the office during these final crucial years.[35]

The Under Secretaries

The Permanent and Parliamentary Under Secretaries The India Office as first constituted in September 1858 was headed by one Permanent and

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one Parliamentary Under Secretary who between them were responsible to the Secretary of State for the whole work of the office.[36] This general arrangement followed the previous practice of the Board of Control in its final years when Permanent and Parliamentary Under Secretaries shared responsibility for the Board's affairs, both officials being answerable to the Board's President (*see* above p.49).

In the case of the India Office, a detailed division of duties between the two Under Secretaries was first laid down by Sir Charles Wood in November 1859. According to Wood's "Directions", each Under Secretary was to supervise a block of departments originally fixed as follows:

> *Permanent Under Secretary:* Political, Military, Revenue, Judicial, Administrators-General, Record and Statistical, Solicitor.
>
> *Parliamentary Under Secretary:* Financial, Accountant General, Auditor, Public Works, Railway and Telegraph, Public and Educational, Marine and Transport.[37]

In addition the Parliamentary Under Secretary was of course also to act as government spokesman on Indian policies in the House of Commons or the Lords, usually depending on which House the Secretary of State sat in, and to superintend the preparation of returns for Parliament. Equally, the Permanent Under Secretary was expected to superintend the general regulation of the India Office, including questions of promotion, leave, internal organization and procedure.

The details of Wood's initial allocation of departmental business between the two leading officials did not, however, last long, and by April 1860 a revised arrangement had been substituted:

> *Permanent US:* Revenue, Judicial, Public, Railway, Registry and Copying.
>
> *Parliamentary US:* Financial, Political, Public Works, Marine, Stores.[38]

At the same time other departments were transferred to the supervision of the Assistant Under Secretary (*see* below p.83), except that the Secretary of the Military Department was authorized to communicate direct with the Secretary of State without going through an Under Secretary. This revised scheme was completed in June 1860 when it was decided that all legal matters, from whatever department, should be referred to the Permanent Under Secretary.[39]

The basic division of business between the Under Secretaries agreed

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in 1860 appears to have been broadly followed until Sir Arthur Godley's period as Permanent Under Secretary (1883–1909). Thus under Godley, the Permanent Under Secretary seems to have in practice gradually assumed responsibility for supervising most of the main India Office departments, thus cutting across the lines of the 1860 division. This change of practice was perhaps inevitable given the rapid turnover of Parliamentary Under Secretaries during this period as well as the special complexity of India Office administration.[40]

The extent to which Godley's predominant position vis-à-vis the main departments continued to be occupied and developed by his immediate successors as Permanent Under Secretary — Sir Richmond Ritchie (1909–12) and Sir Thomas Holderness (1912–20) — cannot be exactly determined without further detailed research. It is at any rate clear by the early 1920s — after the appointment of another Assistant Under Secretary in 1917 and a Deputy Permanent Under Secretary in 1920 — that a new system of overseeing the departments had been introduced in which the Permanent Under Secretary allocated a block of departments to each of his three Under Secretaries. This basic arrangement, which tended to leave the Parliamentary Under Secretary on one side as the principal aide to the Secretary of State in the discharge of Parliamentary and important political affairs, but evidently without fixed departmental responsibilities, seems to have continued down to 1947,[41] (*see* also the organization chart on p.112).

The Assistant Under Secretaries etc. Apart from the Permanent and Parliamentary Under Secretaries, the India Office as established in September 1858 also included in its highest echelons one Assistant Under Secretary of State. Between September 1858 and February 1860 this official appears to have acted as Clerk to the Council of India handling the submission of business to the Council through the India Office Secretariat, as well as occupying the position of Secretary for the Financial Department (*see* also p.85). Between 1860 and 1872 the Assistant Under Secretary was relieved of the Financial Department (which acquired its own Secretary), and was apparently mainly engaged in Council of India affairs, and in supervising certain more minor departments (eg. the Accountant General, the Auditor etc.) and other establishment and personnel duties. Later, between 1872 and 1881, the Assistant's post was detached from that of Clerk to the Council and usually assigned to one of the departmental secretaries as a special responsibility. Meanwhile the position of Council Clerk was occupied by another salaried official from 1872 to 1877, after which it was given to Horace Walpole, the Secretary of State's Private Sec-

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retary, as an extra duty. A more convenient and clearcut arrangement was effected in 1881 when Walpole, still acting as Council Clerk but no longer as Private Secretary, was also appointed Assistant to the Under Secretaries. This solution was rendered more permanent from November 1883 when Walpole was formally designated Assistant Under Secretary as well as Council Clerk.[42]

The combined post of Assistant Under Secretary and Clerk to the Council seems to have remained more or less unchanged until 1911 when, with the appointment of Lionel Abrahams, the post was made responsible for financial affairs (in association with the Financial Department) as well as Council business. From then onwards, especially as a result of the growing pressures of work experienced by the Permanent Under Secretary during the First World War and after, the India Office began to feel the need for more staff at the Under Secretary level. Thus in March 1917 a second Assistant Under Secretary was appointed temporarily and eventually (by 1923) this post was established on a permanent basis; also a new post of Deputy Permanent Under Secretary was created in 1920. By the 1920s it thus became possible for the Permanent Under Secretary to divide up the responsibility for supervising the main India Office departments amongst his three Under Secretaries (*see* also above p.83), with one of Assistants continuing to oversee Council business. This general process was carried a step further in 1936 when a third Assistant Under Secretary was added to the establishment, although this addition proved temporary, and by 1946 the basic pattern of two Assistant Under Secretaries was restored. It should be emphasised that throughout the period from 1917 to 1947 the division of responsibility amongst the Under Secretaries for the various departments was subject to fairly frequent revisions.[43]

The main departments and special posts

The original departmental structure of the India Office was outlined in a scheme issued by the first Secretary of State for India, Lord Stanley, in September 1858 — a scheme which was later largely confirmed by an Order in Council dated 11 January 1859. Apart from the Secretary of State himself, the Under Secretaries and the Council of India (*see* pp.73–80), this scheme listed the following main departments and special posts:[44]

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- Secretariat Department
- Indian Correspondence Department
 - Financial Department
 - Revenue Department
 - Public, Educational and Ecclesiastical Department
 - Political and Secret Department
 - Railway and Electric Telegraph Department
 - Public Works Department
- Military Department
- Clerks to Committees
- Marine and Transport Department
- Inspector-General of Stores' Department
- Cashier's Department
- Auditor's Department
- Administration, Will and Bond Department
- Searcher of Records and Statistical Reporter
- Writers' Department
- Librarian
- Reporter on the Products of India
- Keeper of the Museum
- Examining Physician
- Standing Counsel
- Solicitor
- Clerk of Works
- Geographer
- Chaplain
- Examiners of Veterinary and Surgical Instruments
- Establishment at Cannon Row (the former office of the Board of Control now used for storing records and books)

In the course of the subsequent development of the India Office the organization and functions of these various departments and officials underwent numerous changes, the most important of which are briefly described below in date order. In general the most significant and frequent administrative changes were made during the first few decades (*c* 1859–*c* 1887), and these were followed by some thirty years of comparative stability (*c* 1887–*c* 1917), leading to a final phase of radical and intensive administrative development (*c* 1917–47).

Jan–Feb 1860. Abolition of the Secretariat and Writers' Departments with their main duties dispersed as follows: the management of business brought before the Council of India made over to the Assistant Under Secretary and Clerk to the Council and his staff; the receipt, copying and despatch of letters passed to a newly formed Registry and Despatch Department; correspondence about the selection and appointment of civil servants and chaplains transferred to the Public Department.[45]

Jun 1860. The Cashier's Department discontinued as a separate department and its principal duties transferred to the Accountant-General's Department. The post of Agent to the Administrators-General of India combined with that of Searcher of the Records and Statistical Reporter. The old Auditor's Department abolished

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and the new Auditor's Office limited to the "post-audit" functions as defined in 21 & 22 Vict., c. 106, s. 52.[46]

Jul 1860. The Accountant General's Department made responsible for routine Home Establishment business (salaries, pensions, vacancies, promotions etc.) under the direction of the Permanent Under Secretary.[47]

Mar 1861. Marine chart and hydrographical work transferred to the Admiralty.[48]

Aug 1861. The Railway and Telegraph Department amalgamated with the Public Works Department. The former Secretary of the Railway and Telegraph Department, Juland Danvers, was then appointed as Official or Government Director of the India Railway Companies. This post was then closely linked with the Public Works Department.[49]

Sept 1864. A Medical Board, consisting of a President and two members, established to examine candidates for appointment to the Indian services (in lieu of former Examining Physician). The post of President of the Medical Board was closely related to the Military Department, and from April 1917 the President was also designated Medical Adviser to the Secretary of State.[50]

May 1866. A separate Military Funds Department constituted under a director and committee of management and also linked with the Financial Department.[51]

Apr 1867. The Judicial and Public Departments combined under one Secretary. The Marine Department abolished and the work relating to troops transport transferred to the Military Department, and that concerned with pensions and miscellaneous matters passed to the Financial Department.[52]

Jun 1867. Clements Markham, Assistant in the Public Works Department, appointed temporarily to take charge of geographical business. The Reporter on the Products of India also made Keeper of the India Museum.[53]

Oct 1867. A Sanitary Department constituted for correspondence with India or public health questions.[54]

Nov 1868. Correspondence and reports about the Surveyor General's Department, the Grand Trigonometrical Survey, and geological and geographical subjects generally, transferred to Clements Markham in the Geographical Department.[55]

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Mar 1869. Appointment of Robert Michell as Russian Translator or Interpreter, with responsibility for translating material in the Russian press etc. concerning Russian policy towards Central Asia and India.[56]

May–Jun 1871. Correspondence and reports about marine surveys and charts, meteorology and archaeology transferred to the Geographical Department.[57]

Jan 1872. Amalgamation of the Judicial and Public with the Revenue Department under one Secretary. The Accountant General's Department reconstituted as the Accounts branch of the Financial Department. The post of Standing Counsel lapsed.[58]

Aug 1872. Appointment of a Political Aide-de-Camp to look after visiting Indian princes and nobility and to oversee the English education of the sons of Indian gentry.[59]

April 1874. Establishment of the Statistics and Commerce Department under the charge of a Secretary, to deal with trade, industry and public health. This department also absorbed the functions of the former Record and Statistical Department.[60] For a fuller list of its responsibilities, *see* pp.164–65.

Jun 1874. Appointment of a Legal Adviser, who also temporarily acted as the Agent to the Administrators-General of India (a post previously held by the Statistical Reporter and Searcher of Records).[61]

May 1877. Separate post of Solicitor allowed to lapse and the Solicitor's duties assumed by the Legal Adviser.[62]

Jul 1877. Duties of Agent to the Administrators-General of India transferred from the Legal Adviser to the Deputy Director of Military Funds.[63]

Jan 1878. Post of Reporter on Indian Products discontinued leaving Dr Forbes Watson as Director of the Indian Museum only.[64]

Feb 1878. Following the retirement of Clements Markham, geographical business was passed to the Statistics and Commerce Department.[65]

Feb 1879. The Accounts branch of the Financial Department reconstituted as the separate Accountant General's Department.[66]

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Jun–Jul 1879. The Revenue Department combined with the Statistics and Commerce Department to form the Revenue, Statistics and Commerce Department under one Secretary. This left the Judicial and Public Department as a separate department with its own Secretary.[67]

Jul 1879. The Military Funds Department now designated as the Funds Department and made independent of the Financial Secretary. Its Director also acted as Agent to the Administrators-General.[68]

Sept 1879. Post Office matters transferred from the Revenue Department to the Financial Department.[69]

Jan 1884. A new Registry and Record Department formed, absorbing the functions of the old Registry Department and of the Superintendent of Records (formerly attached to the Revenue, Statistics and Commerce Department).[70]

Sept 1885. The post of Russian Translator abolished. The responsibility for geographical business and the care of the Map Room transferred from the Revenue, Statistics and Commerce Department to the Registry and Record Department.[71]

May 1887. The Revenue, Statistics and Commerce Department now called the Revenue and Statistics Department. The Legal Adviser also formally designated as Solicitor.[72]

Apr–Jun 1893. The Office of the Director-in-Chief of the Indo-European Telegraph Department transferred from India to the India Office and placed under the Secretary of State in close connection with the Public Works Department. (The IETD, which maintained the telegraph lines through Iran and the Gulf, had earlier had its main offices in London from 1865 to 1887, after which it was temporarily shifted to India).[73]

Feb 1899. A Parliamentary Branch established in the Record Department responsible for the printing and presentation of Parliamentary Papers and for recording and processing Parliamentary Questions etc.[74]

Nov 1901. Management of recruitment and training for the Public Works and Forests services transferred from the Public Works and Revenue Departments respectively, to the Judicial and Public Department.[75]

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Apr–Jun 1909. Supervision of Government of India scholars and other Indian students in Britain passed from the Political Aide-de-Camp to the new Educational Adviser for Indian Students and his staff.[76]

Dec 1909. The Funds Department amalgamated with the Accountant General's Department. The Accountant General also to act as Agent to the Administrators-General of India.[77]

Oct 1911–Apr 1912. Recruitment and training for the Public Works and Forests Services returned to the Public Works and Revenue Departments respectively.[78]

Aug 1912. An enlarged Indian Students Department headed by a Secretary was established to take charge of all matters relating to students in British universities and other educational institutions.[79]

Apr 1914. Postal work transferred to the Public Works Department from the Financial Department (except for financial adjustments with the General Post Office which remained with the Financial Department). A second Secretary appointed to the Financial Department to take charge of Treasury Control questions, leaving the other Secretary to manage exchange, currency and taxation matters. This in effect divided the Department into two branches: Treasury Control and Finance and Currency. *See* p.172 for further details of this division.[80]

Jan 1917. All main departmental registries placed under the control of the heads of departments instead of the Registrar (who, however, retained some supervisory functions).[81]

Jun 1918. An India Office Reforms Committee constituted to prepare legislation to implement the Montagu-Chelmsford Reforms. This Committee, which was linked with the Judicial and Public Department, operated until 1920 but papers connected with the Reforms continued to be registered separately as J&P (R) until 1923.[82]

Jul 1920. A Central Telegraph section set up to handle telegrams, viz. deciphering, copying, decoding, distribution and despatch.[83]

Oct 1920. Appointment of a High Commissioner for India whose office was initially made responsible for various types of agency work previously carried out by the India Office on behalf of the Government of India, viz. the functions of the Stores Depart-

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ment (the purchase, inspection and shipment of stores to India); the Indian Students' Department (the provision of information and assistance to students); and of sections of the Accountant General's Department (dealing with payments for stores and the issue of civil leave pay and pensions). The High Commissioner was also put in charge of the Indian Trade Commissioner in London. Further blocks of work were transferred to the High Commissioner in Feb 1922 (the training of members of the Indian services, the disposal of general enquiries about India, civilian steamship passages, exhibitions, the care of destitute Lascars, etc.) and in February 1924 (the recruitment of persons in Britain to fill specified official appointments in India).[84]

May 1921. In an extensive reorganisation, the Revenue and Statistics Department was replaced by two new departments, viz. Industries and Overseas, and Commerce and Revenue. In addition a block of work was also moved from the Judicial and Public Department to the Industries and Overseas Department (including work concerning the League of Nations, emigration, Imperial conferences, nationality questions etc.).[85] A fuller list of subjects taken over by the new departments is given on pp. 165–68.

May 1921. A Publicity Officer (attached to the Judicial and Public Department) appointed to handle relations with the press, especially the provision of information.[86]

Aug 1921. An Establishment Officer appointed to take charge of staff and personnel questions affecting the Home Establishment, acting in conjunction with the Accountant General's Department on many financial matters.[87]

Oct 1921. Work relating to shipping and lighthouses, port administration, and inventions and designs passed from the Commerce and Revenue to the Public Works Department.[88]

May 1922. The Registry and Record Department took over responsibility for Ecclesiastical Returns and Wills and Administrations from the Accountant-General's Department.[89]

Feb 1923. Correspondence about bills and acts introduced in, or passed by, the Indian legislatures, to be dealt with by the individual India Office department(s) concerned with the subject-matter of the legislation, and not simply by the Judicial and Public Department.[90]

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Oct–Nov 1923. Joint post of Registrar and Superintendent of Records abolished and its last holder, William Foster, appointed Historiographer to the Secretary of State in Council. A separate Record Department headed by a Superintendent constituted (responsible also for the Parliamentary Branch), and a new branch called the Telegraph and Mails Branch set up under the Accountant-General to take charge of telegrams, mails, stationery, binding and printing — work formerly done by the Central Registry and the Central Telegraph Branch.[91]

Apr 1924. Another major reorganisation of some of the principal administrative departments effected, involving:

(a) The creation of a new department, called Services and General, to control and coordinate personnel and establishment matters affecting most (but not all) of the public services in India, together with responsibility for the work of the India Office Establishment Officer, for supervising minor India Office departments, and for certain general policy functions such as education and archaeology, local self-government etc.
(b) The abolition of the Industries and Overseas and Commerce and Revenue Departments, and their virtual replacement by the new Economic and Overseas Department.
(c) The renaming of the Judicial and Public Department as the Public and Judicial Department, together with the transfer of its civil service work to the new Services and General Department.[92]

For further details of these changes *see* pp. 165–68, 193, 208.

May 1924. Forest organization, policy and education work to be managed mainly by the Economic and Overseas Department, with the Services and General Department handling the service aspects.[93]

Sept 1924. The responsibility for Local Self-Government, Warrant of Precedence, and Civil Uniform Dress transferred from the Services and General Department to the Public and Judicial Department.[94]

Oct 1926. Following the abolition of the Public Works Department, its functions were broadly distributed as follows:

(a) Recruitment and services questions affecting railway, and engineering personnel etc. to the Services and General Department.
(b) General policy questions about railways to the Finance Department. (The post of Government Director of Indian Railways, now also desig-

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nated Railway Adviser, was also attached to the Finance Department.)
(c) General policy questions about irrigation, posts and telegraphs, ports and harbours, patents etc. to the Economic and Overseas Department.[95]

For fuller details *see* pp. 166–168, 172, 188.

Dec 1927. Responsibility for passports transferred from the Economic and Overseas Department to the Public and Judicial Department.[96]

July 1930. The Political Department divided into two Departments: viz. Political (Internal) mainly for Indian States and honours questions, and Political (External) for foreign and frontier affairs, with full effect from Jan 1931. Political (Internal) papers to be registered with PY numbers and Political (External) papers with PZ numbers.[97]

Nov 1930. Correspondence concerning the Round Table Conference to be registered separately, and given P&J (C) register numbers.[98]

Mar 1931. The Indo-European Telegraph Department closed down and its residual functions taken over by the Economic and Overseas Department (to which the IETD had been connected since the abolition of the Public Works Department in 1926).[99]

Mar 1932. A Reforms Department (linked with the Public and Judicial Department) constituted to deal with questions involving constitutional changes in India and Burma. Indian Reforms papers to be registered with P&J (C) numbers, and Burma Reforms papers with P&J (B) numbers.[100]

Dec 1934. The Public and Judicial Department took over responsibility for Indians overseas, nationality questions, territorial waters, Imperial Conferences etc. from the Economic and Overseas Department.[101]

Apr 1937. Responsibility for maintenance of the India Office building transferred to the Ministry of Works. The India Office Surveyor and his staff also transferred to the Ministry of Works.[102]

Apr 1937. The Burma Office established following the separation of Burma from India (*see* pp. 111–116).

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Jun 1939. Most Honours questions passed from the Political (Internal) Department to the Political Aide-de-Camp.[103]

Aug 1939. The War Staff constituted within the Military Department.[104]

Mar 1941. The Information Department headed by the Adviser on Publicity Questions was separated from the Public and Judicial Department.[105]

May 1941. The Public and Judicial Department combined with the Political (Internal) and Reforms Departments to form new Political Department. The Political (External) Department renamed as the External Department.[106]

Jan 1944. Appointment of an Adviser on Indian Affairs to the British Embassy in Washington (USA). The Adviser acted in close liaison with the India Office.[107]

Dec 1944. The Political Department divided into two branches: Political (British India) and Political (States).[108]

Apr 1946. The Economic and Overseas Department split into two Departments: Economic, and Communications and Overseas.[109] For fuller details of the allocation of business *see* pp.166–168.

Feb–Mar 1947. The work of the Political Department formed into two main branches: Constitutional and General.[110]

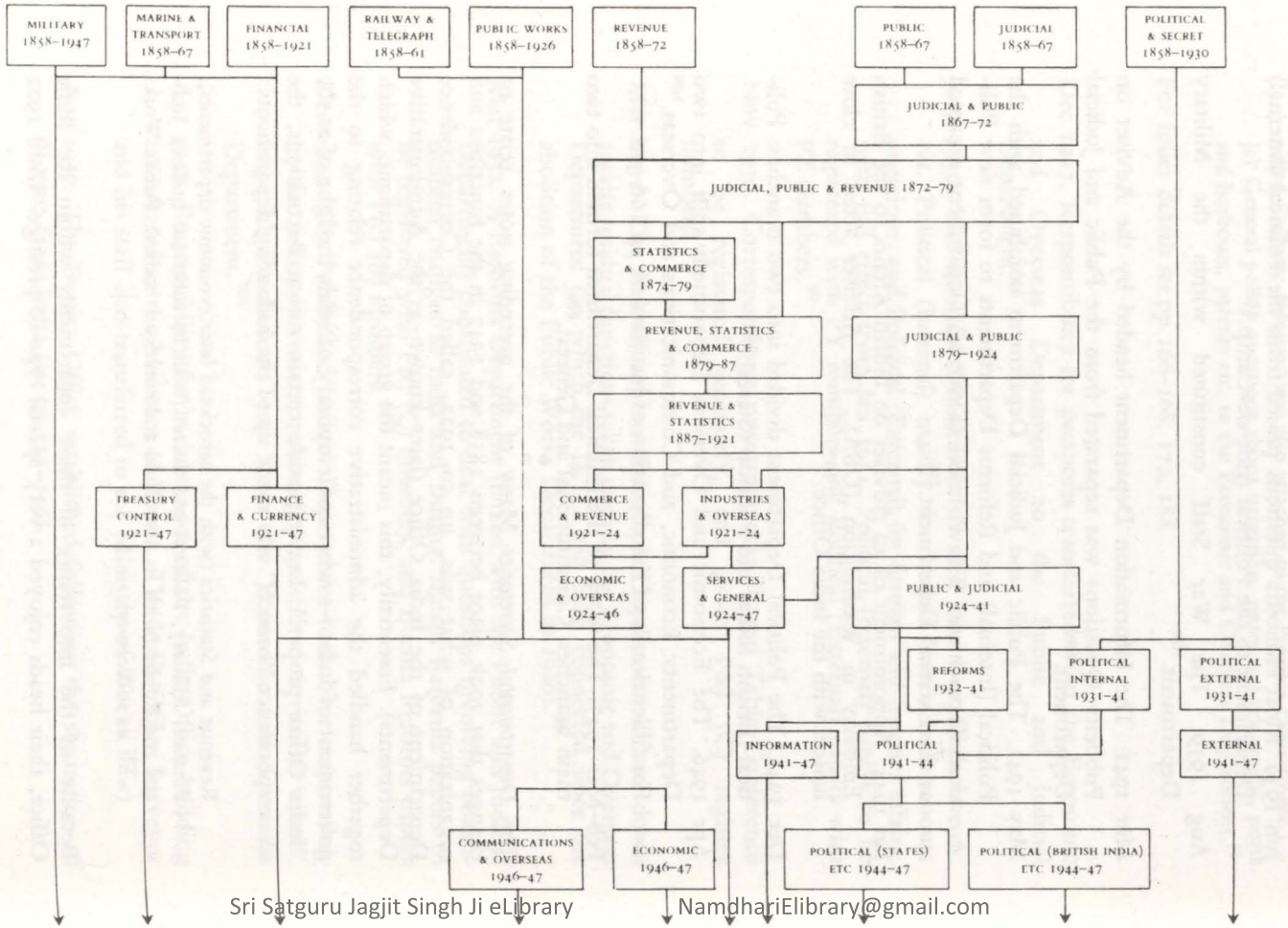
The Departmental Secretaries Many of the preceding notes relate to changes that took place between 1858 and 1947 in the functions and organization of what was, up to 1922, called the Correspondence Department of the India Office (later known as the Administrative Departments). Essentially, this meant the group of departments which together handled the administrative correspondence relating to the government of India — what contemporary officials thought of as the "India Office proper". Leaving aside certain minor fluctuations, the Correspondence "branch" was made up of the following departments:

> Revenue and Statistics (with the associated later economic departments), Finance, Military, Political and Secret (with its successor bodies), Judicial and Public (with its associated and successor bodies), Public Works (with its successors).

Because of the importance of these departments within the India Office, their heads enjoyed a very special type of prestige. Until 1922

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THE DEVELOPMENT OF THE MAIN ADMINISTRATIVE DEPARTMENTS OF THE INDIA OFFICE, 1858–1947



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they were known as Secretaries and were each usually supported by an Assistant Secretary plus a small group of senior and junior clerks. Following the introduction between 1921 and 1924 of the general British Civil Service Reorganization Scheme, the heads of the departments were designated as Assistant Secretaries, and their staff were variously graded as Principals, Assistant Principals, Executive and Clerical Officers.[111] For further details of the part played by the heads of departments in the India Office decision-making process, especially in the drafting of despatches etc., *see* below pp.97–102, 108–109.

Other establishments in Britain

Most of the staff of the Secretary of State for India were initially accommodated in East India House (the old Company headquarters in the City of London) between 1858 and 1860, and then temporarily shifted to the Westminster Palace Hotel in Victoria Street until 1867. During the same period a section of the staff plus a considerable quantity of records and books were housed in the old office of the Board of Control in Cannon Row, Westminster. By 1867 the new India Office building in King Charles Street, Westminster, was completed and almost the entire staff of the Secretary of State, including the Library and Records, were then transferred to the new office, and, of course, remained there until 1947.[112] In addition to the main India Office establishment, a number of related departments and special institutions were maintained elsewhere within or near the London area for varying periods between 1858 and 1947, of which the following were the most significant.

Addiscombe Military Seminary *See* p.38.

India Museum The India Museum, with its zoological, botanical, geological, and ethnographic collections and its numerous examples of South Asian art and manufacture, passed under the control the Secretary of State for India in 1858. At first these collections were housed in East India House in Leadenhall Street until 1861 when they were moved to Fife House, off Whitehall. In 1869 the Museum was transferred in the new India Office building in King Charles Street, along with most of the rest of the establishment. The Museum collections were, however, again shifted in 1874–75 to the so-called Eastern Galleries in South Kensington. Finally, the Museum was closed in 1879 and its collections dispersed to a number of institutions, most

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notably the South Kensington Museum, the British Museum and the Royal Botanic Gardens at Kew.[113]

Indian Store Depot The Depot formed part of the new India Office Stores Department which was responsible for the purchase and shipment of government stores etc. to India, rather in the same way as the Crown Agents acted for British Crown Colonies. The Depot was located in Belvedere Road, Lambeth between 1865 and 1920, after which the responsibility for Indian stores was largely transferred to the new High Commission for India. (*see* pp.89–90).[114]

Indian Students Hostel etc. The Hostel, together with the office of the Educational Adviser to Indian students, was located in Cromwell Road, London SW7, between 1910 and 1920. The administration was then made over by the India Office to the Indian High Commission (*see* also pp.89–90).[115]

Pembroke House and Ealing Lunatic Asylums The Pembroke House Lunatic Asylum, which had been sponsored by the East India Company (*see* p.39), continued to function until 1870. The patients — mostly ex-soldiers — were then rehoused in a new institution, the Royal Indian Asylum in Ealing, (West London), under direct India Office control. The Indian Asylum was finally closed down in 1892.[116]

Poplar Almhouses and Chapel *See* p.39.

Royal Indian Engineering College, Cooper's Hill The Royal Indian Engineering College at Cooper's Hill in Surrey, was opened in 1872 to provide a thorough training for civil engineers required for the multifarious operations of the Indian Public Works Department. The students then received instruction in various general subjects as well as purely engineering disciplines (eg. mathematics, architectural design, surveying, mechanical drawing, geometry etc.). The College was administered by its own Board plus a group of Visitors nominated by the Secretary of State. Later in the nineteenth century Cooper's Hill extended its intake and curriculum to accommodate forestry students as well as engineers who did not intend to work in India. The College was eventually closed in 1906, the recruitment of engineers for India being thereafter managed through competitive examinations for qualified personnel.[117]

Warley Barracks *See* p.40.

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The India Office decision-making procedure

Although the Act of 1858 broadly defined the respective general powers of the Secretary of State and the Council of India, it did not lay down detailed instructions concerning decision-making within the India Office. In particular, the procedure by which correspondence and other matters were to be first considered by the committees before being submitted to the Council was not fully explained. It was thus left to the Secretary of State to work out a proper system and to draw up the necessary rules for its observance.

The correspondence system followed by the India Office in its first year (ie. between September 1858 and November 1859) was peculiarly elaborate and in some respects more than a little obscure. Thus in the case of the (non-Secret) correspondence with India, letters received and their draft replies tended to move slowly up and down an over-extended "chain of command". At its most elaborate this process could involve the following stages:

	Draft Despatches
Dept Sec	Dept Sec
↑	↓
Sec of State	Committee Chair
↑	↓
Parliamentary Under Sec	Committee
↑	↓
Permanent Under Sec	Assistant Under Sec
↑	↓
Assistant Under Sec	Permanent Under Sec
↑	↓
Letters from India	Parliamentary Under Sec
	↓
	Sec of State
	↓
	Council
	↓
	Despatches to India

During the same period (1858–59) it also appears that the Home Correspondence of the office (ie. mainly correspondence within the United Kingdom) — much of which dealt with very routine matters — was largely conducted according to a slightly abbreviated version of the same basic system.

Apart from the more obvious disadvantages of this procedure, such as its inevitable delays and failure to distinguish important from minor

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business, the system also raised fundamental issues affecting the respective roles of the Secretary of State and the Council. Thus although the drafts were originally prepared by the heads of departments, they were subject to alteration, and, conceivably, complete revision by the chairmen of the committees. When such a document finally reached him, the Secretary of State often had no means of knowing what had been the original views of the head of department. Moreover, if the Secretary of State or his Under Secretaries felt dubious about the wisdom of a particular draft, they were merely left with the options of either themselves examining the often bulky collection of supporting papers, or risking further delays by referring the matter back to the committee chairman and up again through the hierarchical chain.[118]

By 1859, following lengthy debates within the India Office, it was decided by Sir Charles Wood (Secretary of State from 1859 to 1866) that the whole system needed to be drastically overhauled, partly to reduce its inefficiencies and partly to establish more effectively his own central position in the decision-making process.[119] A comprehensive new set of regulations, Wood's "Directions for the transaction of business in the India Office", were accordingly issued in November 1859. Since Wood's "Directions" then became, in Sir John Kaye's words, the "Magna Charta" of India Office procedure, it is worth setting out their original provisions in full:

Directions for the Transaction of business in the India Office[120]

1. A Registry Department will be constituted for the receipt and despatch of letters. A small staff of copying clerks will be attached to the Registry Department for the general copying work of the Office. Each Department will have such a number of clerks attached to it as will be sufficient for all ordinary business transacted in it.
2. All official letters are to be taken to the Registry Department, where they are to be opened and stamped with the date of receipt.
3. Letters from India are to be registered as at present. Home letters for the Military Department are to be transmitted at once to that Department. Other Home letters are to be registered and numbered in the Registry Department. A nominal index is to be kept of Home letters received.
4. All letters, after being registered, are to be sent at once to the Departments to which they relate. Arrangements are to be made for the distribution of the Home letters of the morning by Eleven o'clock at the latest.

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5. Letters when received in Departments are to be there endorsed and registered.

6. Abstracts, as at present, are to be prepared in each Department of all letters received in it by each Indian Mail. The abstracts are to be printed and circulated to Secretary of State, Under-Secretaries, Members of Council, Assistant Under-Secretary, Secretaries of Departments, and Precis Writer. Heads of Departments are to send to the Precis Writer such despatches as, from their importance, require to be precised more at length.

7. Letters requiring reference from one Department of the Office to another, viz., to Solicitor, Inspector-General of Stores, &c. &c., are to be sent in original with a minute-paper attached, upon which the reference is to be answered.

8. Duplicates of letters, portions of which refer to subjects relating to a different Department in the Office, or copies of such portions (for example, the Judicial portions of Political Letters), are to be at once sent to that Department. The Head of the Department to which the reference is made will (unless the matter is of sufficient importance to require a separate letter, in which case he will acquaint the other Department) return the papers, with his minute attached, to the Head of the Department making the reference, who will forward it with his own minute upon the letter.

9. Each Indian letter, as far as practicable, is to be answered separately, excepting such as only require acknowledgement. Collections, sent with letters from India, are not to be re-arranged at home.

10. Printed Forms are to be used wherever it is possible.

11. The Under-Secretaries of State will divide the business of the Office between them, in the following manner:–

PARLIAMENTARY	PERMANENT
Financial	Political and Secret
Accountant-General	Military
Auditor	Revenue
Public Works	Judicial
Railway and Telegraph	Administrator-General
Public Educational, &c.	Record and Statistical
Marine and Transport	Solicitor

The Permanent Under-Secretary is to be responsible to the Secretary of State, for the general regulation of the Office; and all questions as to promotion, leave, increase or diminution of establishment, &c. &c., are to be brought before the Secretary of State through him. Vacancies are to be reported by him to the Secretary of State.

The Parliamentary Under-Secretary is to superintend the preparation of Returns to Parliament.

12. Heads of Departments will

1. Bring all letters of pressing importance at once to the Secretary of State.

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2. Bring all other letters (excepting such as they may be authorized to dispose of) to the Under-Secretary in whose division of business the Department is placed, with a memorandum when necessary, and such precis of, or extracts from, former correspondence as may be required, together with a minute of the answer proposed to be sent. The minute may be written, in ordinary cases, upon the letter itself; in other cases, upon a "Minute Paper", attached to the letter.

13. In ordinary and routine cases, an answer ready for signature may be put before the Under-Secretary, together with the minuted letter.

14. Home letters of this description will be disposed of and signed by the Under-Secretaries. Ordinary and routine letters for India, excepting such as are merely to transmit documents to India, will be placed in the Council Room, together with a list of them, for the perusal of Members of Council, for seven days, after which time, if no objection is entered in the minute-book, they will be signed and despatched to India by the next subsequent mail.

15. All letters of importance, with the memorandum and minutes of the Secretaries of Departments, will be laid before the Secretary of State, who will give directions upon them, by referring them to Committees or otherwise, as he may think fit. Six standing Committees are appointed for the transaction of business in the following Departments:-

1. Finance and General Revenue
2. Public Works and Railways
3. Military
4. Political
5. Land Revenue, Judicial and Legislative
6. Public, Educational, &c.

The Secretary of State will appoint such separate Committees for the consideration of special business as he may think necessary.

16. The Committees will report their opinion upon the matters referred to them. The detailed minutes of their proceedings will be dispensed with, but the Secretary of each Department will keep a record of the dates of the reference of papers in his Department to the Committees, and of their reports. The reports, with the former papers, will be transmitted through the Under-Secretary, in whose Department the business is, to the Secretary of State, who will then direct answers to be prepared for Council.

17. One of the Under-Secretaries will accompany the Secretary of State at the Council Meetings. The Assistant Under-Secretary, or, in his absence, the Precis Writer, or the person who may be appointed by the Secretary of State, is to act as Clerk to the Council, to take divisions, and be responsible that the drafts are sent to the several Departments as approved by the Secretary of State in Council, and that the Council Minutes are properly kept. Business is to be brought before Council in sequence of Departments. Secretaries of Departments will attend the

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Council only when they are sent for to afford explanation, &c., upon business before the Council.

18. All letters are to be written in the Departments to which they relate from the minutes or drafts finally approved, and the Heads of Departments are to be responsible that they are in accordance therewith. Duplicates of letters to India will be made in the Registry Department, and copies of other papers, if required.

19. All letters, with the exception of those in the Military Department, and such as are authorized to be answered by the Secretaries of the other Departments, are to be despatched from the Registry Department.

20. Letters, both Indian and Home, all papers relating to them, and copies or drafts of the answers, are to be kept in the Departments to which they relate, and there indexed nominally and as to subjects.

21. The Secretaries of Departments, Accountant-General, Auditor, and Head of Store Department, are to dispose of, sign, and despatch letters in such cases as may be authorized by the Secretary of State. With these exceptions, no official letter is to be sent from the Office but such as are signed by the Secretary of State, one of the Under-Secretaries, or the Assistant Under-Secretary.

22. Weekly lists of letters disposed of by Under-Secretaries of State, and by Secretaries of Departments, will be placed in the Council Room for the information of Members of Council.

(Signed) CHARLES WOOD

November 17th, 1859

Reduced to its essentials, the normal procedure for handling correspondence with India or elsewhere introduced under Wood's "Directions" may be summarized as follows:

IMPORTANT CORRESPONDENCE

	Draft Despatches etc
Dept Sec	Dept Sec
↑	↓
Registry	Under Sec (Permanent or Parliamentary)
↑	↓
Letters received	Sec of State
	↓
	Committee
	↓
	Under Sec (and Sec of State, if necessary)
	↓
	Council
	↓
	Despatch via Registry

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ROUTINE CORRESPONDENCE

	Draft Despatches etc
Dept Sec	Dept Sec
↑	↓
Registry	Under Sec (Permanent or Parliamentary)
↑	↓
Letters received	Council table for 7 days
	↓
	If approved, *despatches* signed by Sec of State and issued via Registry. (*Home letters out* disposed of and signed by Under Secs without reference to Sec of State/Council).

It will be noticed that Wood's "Directions" do not provide specific instructions for the conduct of the Secretary of State's Secret correspondence (for which *see* below, pp.105–107).

Many of the essential features of the procedures which are contained in Wood's "Directions" as represented in the flow charts above, continued to be followed within the India Office until well after the First World War. At the same time, given the immense improvements in communications between Britain and India by sea and telegraph that took place after 1858, it was also natural that leading officials, such as Sir Arthur Godley (Permanent Under Secretary, 1883–1909) and Sir Thomas Holderness (Permanent Under Secretary, 1912–20) sought various ways of speeding-up the rather cumbrous procedures formulated in 1858–59 and introducing more modern methods of transacting business. The following notes briefly outline some of the more significant modifications thus effected during the period preceding the India Act of 1919.

Demi-official correspondence Direct demi-official correspondence between the heads of the India Office departments and the Departmental Secretaries of the Government of India was developed soon after 1858 as a partial way round some of the rigidities of the official correspondence system, especially the delays involved in submitting the Secretary of State's despatches to India to the Council. DO letters could not actually be used to convey instructions but they could be usefully employed to pass on or request information.[121]

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Telegrams to India issued by the Secretary of State under Section 26 of the Act of 1858 (the Urgency clause), provided another recognized method of bypassing the delays inherent in the normal correspondence system. Under Sir Arthur Godley, the Secretary of State's statutory obligation to justify the use of telegrams by laying before Council his "urgent reasons" for so doing, was relaxed in the case of telegrams dealing with unimportant matters.[122]

The use of telegrams was further extended in 1919 when a new type of official telegram was introduced. Marked for the immediate personal attention of the Secretary of State or the Viceroy, these telegrams were intended to reduce the number of private telegrams that passed between Secretary of State and Viceroy. They were, however, still largely subject to the traditional constraints viz. the "Urgency Clause" regulations and the submission to the Council.[123]

"Anticipation" of Council approval By the period of the First World War a further technique for expediting urgent business had also been evolved. Thus, in handling certain orders (other than despatches to India) which were not of sufficient importance to be laid before a Council meeting but which nonetheless would normally require Council approval, a practice was agreed whereby such orders were submitted to the appropriate Council committee and then issued "in anticipation of Council approval", before being laid on the Council table (*see* above p.76). This same procedure was even in some cases extended to cover orders involving expenditure from Indian revenues where no question of principle was raised.[124]

Delegration of responsibility to Departmental Secretaries Wood's "Directions" made some limited provision for the disposal of comparatively unimportant business by Under Secretaries and heads of departments without prior reference to the Secretary of State and the Council. These provisions were gradually and very cautiously extended during the period up to the First World War. For example, in 1913 the office agreed to delegate a little more authority to Departmental Secretaries (ie. heads of departments) in dealing with certain minor matters which they had previously been obliged to refer to Under Secretaries (eg. in sanctioning small sums of expenditure from Indian revenues without reference to the Council, signing telegrams to India and marking formal papers direct to the Council table).[125]

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Other developments in general office procedure of a more varied kind that took place during this period may be more briefly noticed:

(a) Between 1878 and 1884 a major reorganization of the central and departmental registry systems was carried out. This resulted in the introduction of a new and fairly uniform system of annual registration and indexing for departmental papers.[126] For further details *see* pp.153–155.

(b) Between 1886 and 1900 the principal methods of sending papers to the Council — for consideration at a meeting, for approval over a period of seven days on the Council table, or for information only — were all carefully distinguished, and a simplified standard procedure adopted for each method designed to reduce the delays that had earlier occurred at the Council stage.

As part of the same process, it was also agreed by 1887 that members of Council committees (to whom papers and drafts were regularly circulated prior to their more formal submission to the Council), could initial for action those proposals which they approved and only reserve for consideration at their weekly meetings matters which really required oral discussion.[127]

(c) Between 1909 and 1915 the Permanent Under Secretaries, building on the earlier reform of the registry and record-keeping systems (*see* (a) above), issued fresh instructions to improve the methods of arranging and submitting official papers. These involved the careful assembling of individual papers within case files, each file starting with a special docket or submission sheet on which basic details of the case were entered.[128]

(d) Until 1914 the traditional practice originating in Wood's "Directions", was for proposals (including drafts) to be brought forward from departments with a single usually unsigned minute representing the views of the head of department (though not necessarily written by him). In 1914 Holderness modified this practice to the extent of cautiously allowing up to two departmental minutes to go forward — minutes which could also be initialled. By 1916 the Secretary of State ordered that all minutes by members of Council, Under Secretaries, and Departmental Secretaries should in future be initialled if not signed, and that all other minutes by junior officials should be signed in full.[129]

Despite the above-mentioned modifications and improvements in the decision-making procedure introduced between 1859 and 1919, the basic system at the end of this period was still rooted in the provisions of the India Act of 1858 (though slightly amended by the India Acts of 1915 and 1916) and the "Directions" issued by Sir Charles Wood in 1859. A useful summary of the procedure as followed in 1919, which brings out both the more recent changes as well as the essential

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continuities, was given by Sir Thomas Holderness to the members of the Committee on India Office Organisation (the Crewe Committee):

> With regard to the treatment of correspondence, when a letter comes in it is dealt with in various ways according to the degree of its importance. If it is a matter of routine it is dealt with by somebody below the Departmental Secretary. If it is of somewhat more importance the departmental head will dispose of it. If it is of still greater consequence he marks it on to the Under Secretary. Then the provisions of the Act begin to apply. The Act requires that every communication of the Secretary of State which is addressed to the Government of India must either go before a meeting of the Council or else lie for seven days on a table when the Council can see it. From that is excepted certain secret correspondence which I need not describe at present. When the Under Secretary of State gets it, if he thinks it is a matter he can dispose of himself, and if it is urgent, he marks it straight to the "Council Table" instead of sending it to Committee; otherwise he marks it to the appropriate Committee, and very often he marks it also to the Finance Committee, so that it goes to two Committees if it involves expenditure. Then the Committees deal with it, and when they have dealt with it, it then goes to the Secretary of State, unless the Secretary of State has already seen it. When it is with the Under Secretary of State he may decide to send it to the Secretary of State, who then marks it on to the Committee, but generally, unless it is a case where he thinks the Secretary of State ought to see it first, he marks it straight to Committee. When the Committee has disposed of the case, and made their recommendations, it comes back to the Under Secretary of State. He then marks it to the Secretary of State, or straight to the Council, in which case it is brought up at the next meeting of the Council, or he marks it "Table", which means that it lies for seven days on the Council Table. Frequently he does what he ought not to under the Act, he writes: — "Act in anticipation", which means that the letter goes out before it has lain on the table for seven days".[130]

Secret Department procedures, 1858–1919 As we have seen (pp.77–78), the Government of India Act of 1858 (21 & 22 Vict., c. 106, ss. 27 and 28) authorized the Secretary of State to send Secret orders to India etc. without disclosing their contents to his Council in cases where (if the Act had not been passed) the Board of Control would have issued instructions through the Secret Committee. Similarly, the Indian authorities were empowered under the same Act to send Secret letters to the Secretary of State on matters which they would previously have reported to the Secret Committee.

These provisions were all right as far as they went but they did not really explain in detail how the new Secret Department correspond-

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ence was to operate. In particular, they were silent on such important issues as how far the members of the new Political Committee of the Council were to be allowed to see and comment on Secret documents, and who precisely was to prepare the Secret draft despatches. Nor, as has been noticed (p.78), did they attempt to clear up certain constitutional problems concerning the Home Government's secretising powers which had been perpetuated from the earlier legislation (33 Geo. III, c. 52, ss. 19 and 22; 3 & 4 Will. IV, c. 85, s. 36).

In view of these omissions it is not surprising that the actual practice at first adopted by the India Office in handling Secret correspondence is both varied and even obscure, especially during the period prior to 1874. For example, under Lord Stanley (Secretary of State, 1858–59), Secret letters received were usually shown to the chairman of the Political Committee, who in conjunction with the Secretary of State, then decided whether or not they should be shown to the Political Committee and the Council (ie. de-secretized in effect).[131] By contrast, Sir Charles Wood, though (as noted earlier) he laid down no specific rules for the conduct of Secret business in his "Directions", appears to have held it more proper to decide for himself whether Secret papers should be sent to the committee.[132] The practice in regard to such disclosures was complicated still further during the 1860s and early '70s by the considerable personal ascendancy then acquired by the head of the Political and Secret Department, Sir John Kaye. With some official backing from the Secretary of State, Kaye in practice tended (a) to treat all papers concerned with Indian foreign policy as Secret whether or not they were so marked by the Indian authorities, and (b) to consult with members of the Political Committee personally on such matters.

No simple answers can also be given here to the question of who was primarily responsible for preparing Secret drafts during the early period. Kaye no doubt would have claimed this role but in practice, the Secretary of State himself, other members of the Cabinet, as well as certain members of the Political Committee all probably contributed to the drafting process to a greater or lesser extent depending on the particular issues involved.[133]

The general procedure for the Secret Department business gradually clarifies from 1874 onwards, with the advent of Lord Salisbury as Secretary of State, and Sir Louis Mallet as Permanent Under Secretary, combined with the retirement of Sir John Kaye and the succession of Sir Owen Burne as Political Secretary. Henceforward the Secretary of State and the Under Secretary exercised a closer control over the Department and at the same time introduced clearer formulations of

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their own parts in the Secret procedures as well as those of the Political Committee and the Political Secretary. By 1901 this standardization of practice had reached the stage where it was possible for Sir Arthur Godley, as Permanent Under Secretary, to give a clear account of the normal routine functioning of the Secret Department in a way that would hardly have been possible thirty years before. Godley's account runs as follows:

> "Secret" Despatches are received in the Central Registry and referred unopened to the Secret Department, by whom they are passed on, with comments, and in most cases a draft reply to the Under Secretary, and by him to the Secretary of State, who decides whether he will deal with them himself or send them to the Political Committee of Council. If he chooses the latter course, the papers, with remarks and suggestions of the Committee, are returned through the Under-Secretary to the Secretary of State, who then gives his orders upon them without any reference to Council.[134]

The procedure described by Godley appear to have continued in its essentials down to 1919 and beyond, although as has been noted already, the scope and quantity of papers that could be treated as Secret was greatly expanded before and during the First World War (*see* p.78).

Procedural changes, 1919–47 As already explained (p.79), the India Act of 1919 left the Council of India, its committees, and many of its special sanctioning powers over expenditure from Indian revenues etc., largely intact, but it also relieved the Secretary of State of the formal obligation to bring all non-Secret orders before the Council and left him free to prescribe new procedures for the transaction of India Office business. It thus became possible for the office to make certain significant breaks with the regulations originating in the India Act of 1858.

The main changes introduced between 1919 and 1923 affected two inter-connected aspects of India Office procedure: the practice of submitting cases to the Council, and the powers delegated to the Under Secretaries and the heads of departments.[135] In the first area, it was agreed that in future the only cases to be discussed and debated at meetings of the Council were:

> (a) Measures defined in the Act of 1919 as requiring the concurrence of the majority of Council members present.
> (b) Such business as the Secretary of State should decide.

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Ordinarily, the second category would include all non-Secret matters of prime importance concerning which the Secretary of State proposed to make an order or address a communication to the Government of India, plus cases in respect of which there was a division of opinion amongst Council members.

As regards the despatch of other types of business, the Secretary of State was now technically left free by the new office regulations to decide whether or not to consult his Council at all but normally, and time permitting, he undertook to do so in the case of non-Secret issues "of sufficient importance", such as orders to the Government of India or the provincial governments, appointments previously made by the Secretary of State in Council, and the responses to regular memorials. In general the relevant papers for such cases would be initially communicated to the appropriate committee of the Council, and then left on the Council table for four clear days. Any member could then, with the Secretary of State's permission, require that the matter be reserved for discussion at a Council meeting, but if no such objections were raised the papers would be marked "Approved Council", and disposed of as necessary. In other words the procedure followed here was very similar to previous practices.

The India Office decision-making process had also traditionally accorded key roles to Under Secretaries and heads of departments, and, under the new regulations brought in following the 1919 Act, their roles were further enhanced and distinguished. The principal purpose of these changes was to develop the system of graduated responsibility to ensure that only matters perceived to be of the first importance were dealt with by Under Secretaries and the Secretary of State himself. Thus two main levels of decision-making were now more carefully defined:

(1) *Heads of Departments* were allowed to dispose of matters without reference to higher authority provided no new or important questions of principle or policy, or Secret correspondence were involved, and the expenditure needed was very limited. In certain other cases (eg. involving slightly higher levels of expenditure), the heads of departments were also empowered to seek the advice and concurrence of the chairman of the appropriate Council committee before acting, and where proper and necessary — and having received the chairman's agreement — to act "in anticipation" of the approval of their more senior colleagues. In pursuit of these limited delegated powers, heads of departments were also permitted to mark papers to Council committees and to the Council table for approval, though not for the

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Council box (ie. to decide the cases that should come up for discussion at Council meetings). Finally, by 1920 the Departmental Secretaries were specially authorised to send official letters to their opposite numbers in the Government of India on matters not of primary importance but which had hitherto required a formal despatch under the Secretary of State's signature.

(2) *Under Secretaries* All questions of greater importance, such as the heads of departments could not handle on their own initiative, were to be referred upwards by them to the appropriate Under Secretary (*see* pp.82–84). It was then up to the Under Secretary to determine whether the case should go on to the Secretary of State or whether he himself could clear it on his own responsibility, and also to indicate the future process to be followed. Most commonly this meant arranging for the relevant papers to be circulated to the proper committee(s), to come back to the Under Secretary if need be, and eventually to be submitted to the Council usually by being left on the table for four days, in the manner already described. (Decisions to refer cases to the Council box for discussion at Council meetings would also be taken at Under Secretary level). In general important letters to other government departments, which had been dealt with at Under Secretary level, would also be signed by Under Secretaries, although in the case of the Indian correspondence it was still necessary for formal despatches to be signed by the Secretary of State.

In the conduct of Secret correspondence, the new regulations did not result in significant new departures, except in so far as the Act of 1919 gave the Secretary of State more freedom to decide what matters should be treated as "Secret" (*see* pp.79–80). The actual procedures for handling in-coming secret papers specified that they should be sent direct to the Under Secretary by the head of department (usually the Political Secretary) and should not be referred to the committee or its chairman except on the orders of the Secretary of State.

The rules for the transaction of official business brought in between 1919 and 1923 largely continued to operate until the constitutional changes enacted by the Government of India Act of 1935. The general effects of the 1935 Act upon the constitution of the India Office, especially the abolition of the Council of India and the appointment of the group of Advisers to the Secretary of State, have already been briefly described (pp.80–81). To some extent the actual changes in the decision-making process occasioned by the Act within the office seem rather less significant than might have been expected — certainly

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considerably less radical than the governmental/political changes intended under the new Act for implementation in the Sub-continent. Thus, as has been noticed, the new group of Advisers, with their limited statutory powers in relation to certain measures (especially those affecting the Secretary of State's services in India), their committee structure etc., inevitably tended to occupy at least part of the same procedural ground of the former Council. In this connection it is interesting to see that although brief rules of business outlining the way in which the Advisers were to act in the new set-up were issued in April 1937, it was not then considered necessary to revise the general rules of procedures for the India Office as a whole. Much of the existing procedure was therefore continued with only a few necessary but minor modifications, such as that the use of the term "Secretary of State in Council" should be discontinued etc.

Nonetheless, certain procedural changes were effected between 1937 and 1940. For example, a clearer distinction was drawn after 1937 between the procedures employed for the minority of cases where the Secretary of State had a statutory obligation to obtain the concurrence of his Advisers, and those used for the vast range of business where he was at liberty to consult the Advisers or not as he saw fit, and also to decide the form which any such consultation should take. In the cases requiring the Advisers' concurrence, the new practice was for the relevant papers first to be circulated to the appropriate committee and then submitted to the Advisers as a whole. But whereas under the 1919 Act the Secretary of State had been obliged to arrange for all matters requiring the Council of India's concurrence to be discussed at a meeting of the Council, he was now under the 1935 Act empowered to choose between arranging for measures requiring the Advisers' concurrence to be discussed at their meeting, and leaving the relevant papers on the Advisers' table for four days on the understanding that any of the Advisers could ask for a meeting to discuss them if they felt it necessary. In general, however, it was also agreed that cases of major importance requiring the Advisers' concurrence (eg. the dismissal of members of the Secretary of State's services, the making or interpretation of rules relating to the services) would normally be laid before an Advisers' meeting, whilst the minor cases could be "tabled".

As regards all other cases for which there was no statutory need to obtain the Advisers' concurrence, the Secretary of State was free to consult the Advisers in whatever way he liked, or not to consult them at all. In practice it appears that although there was some tendency to follow earlier practice vis-à-vis the Council of India in deciding which matters could usefully be referred to the Advisers, on the whole the

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Advisers were shown fewer papers than had the old Council. Moreover, the new system differed from the old in one other significant respect in that the process of consultation with the Advisers could now be limited to showing papers to the members of committees: there was no longer any further need to see that the same papers were later shown to the Advisers as a whole, either at a meeting or through the table procedure.

The adoption of the new arrangements for consulting the Advisers or otherwise, did not result in any very significant alterations to the earlier post-1919 procedures for delegating areas of graduated responsibility to Under Secretaries and heads of departments (pp.107–109). Broadly speaking, most of the earlier arrangements continued to be followed. Thus, under the new dispensation, heads of departments would, within the area of their delegated authority, either dispose of matters themselves or refer them to the appropriate Advisers' committee for advice, and/or send them to the Advisers' table (if they were minor questions involving the Advisers' statutory responsibilities). Likewise, as before, the more important questions went up to the Under Secretaries, and, if necessary, to the Secretary of State, and then perhaps to the appropriate committee, and finally to the Advisers as a whole through one or other of the prescribed methods (if they required the Advisers' formal statutory concurrence). It should, however, be noted that the earlier pre-1935 Act practice of allowing the heads of departments to liaise with the chairmen of committees on certain matters was initially dropped in April 1937 but partially restored from June 1940.

As regards Secret matters, since under the 1935 Act the Secretary of State was generally declared to be free to seek the advice of his Advisers as he saw fit (except where their formal concurrence to certain orders was still required), there was no longer any statutory need to single out matters of secrecy as lying outside the Advisers' competence.[136]

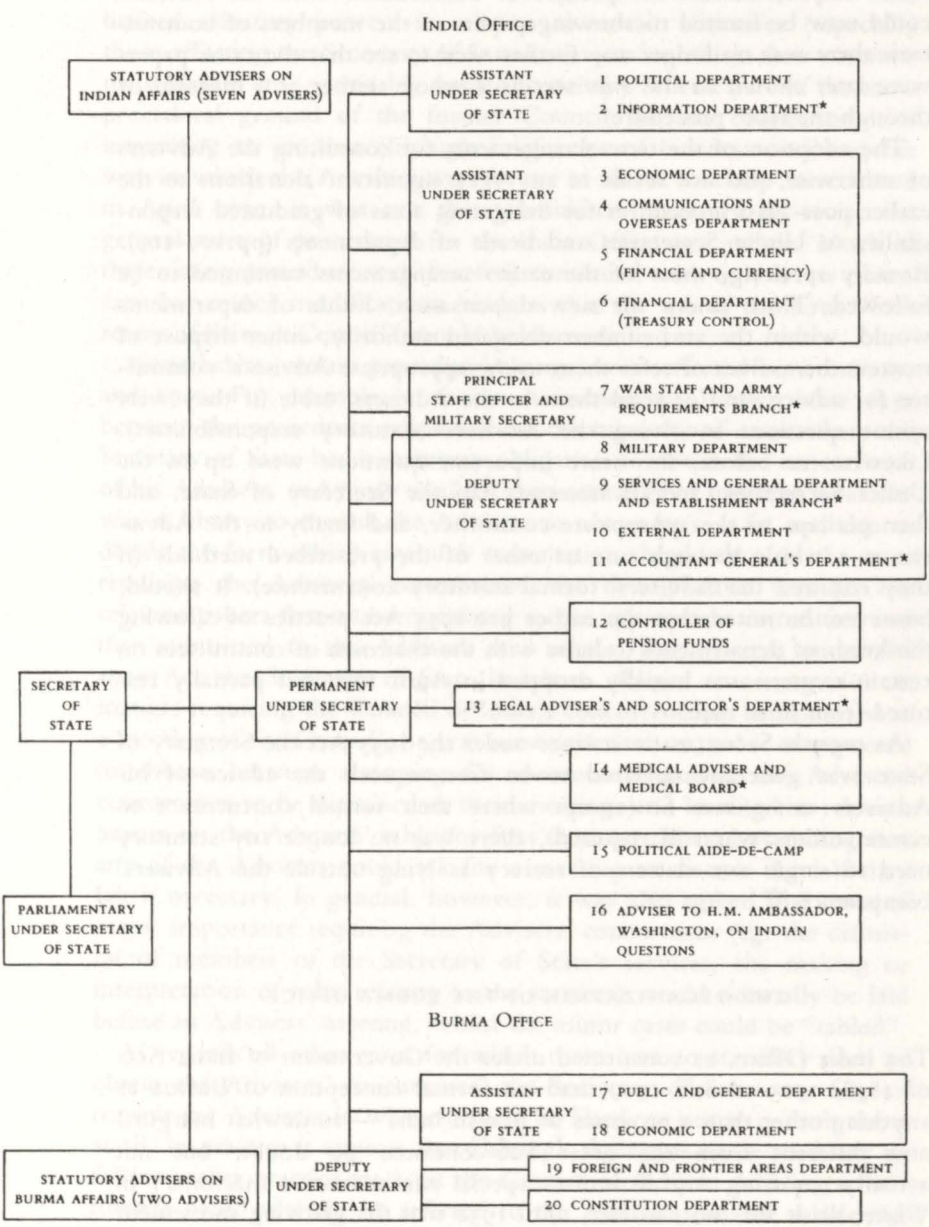
THE ORGANIZATION OF THE BURMA OFFICE

The India Office, as constituted under the Government of India Acts of 1858, 1915–16 and 1919, had no formal conception of Burma as anything other than a province of British India — somewhat marginal and different from the great Sub-continent no doubt, but not actually requiring any distinct or special administrative machinery in Whitehall. It was not, in fact, until 1932 that the growing movement

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India Office and Burma Office

Organization at November, 1946



* *Also acts for Burma Office*

NOTE: The original Treasury O&M Division chart on which this is based is included in Establishment Branch file, L/S&G/8/573

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for the separation of Burma from India was given administrative recognition with the establishment of the special Reforms Department within the India Office, part of which was to plan the arrangements necessary to separate the province from the rest of the Indian Empire.[137] This separation, including the appointment of a Secretary of State for Burma and an office to serve his needs, was duly effected five years later in April 1937 under the terms of the Government of Burma Act of 1935 (26 Geo. V, c. 3).

Located in the same building as the India Office and largely controlled by officials drawn from that department, it was inevitable that the new and short-lived Burma Office would remain closely tied to its parent body, and to that extent inhibited from developing its own peculiar bureaucratic style and ethos. In the following brief and rather preliminary account of the organization and procedure of the Burma Office, this continuing dependence on the India Office may serve to some extent as a unifying theme.

The Secretary of State, the Parliamentary Under Secretary and the Advisers

Throughout the life of the Burma Office, the position of the Secretary of State for Burma was also held by the Secretary of State for India, and likewise the Parliamentary Under Secretary for India acted in the same capacity for Burma. It was evidently recognized by some contemporary officials that these dual roles could conceivably give rise to curious political tensions in cases where the interests of India and Burma were officially perceived to conflict. But such eventualities were probably more likely in theory than practice, and in the last resort it was supposed that they could be resolved through Cabinet deliberation.[138]

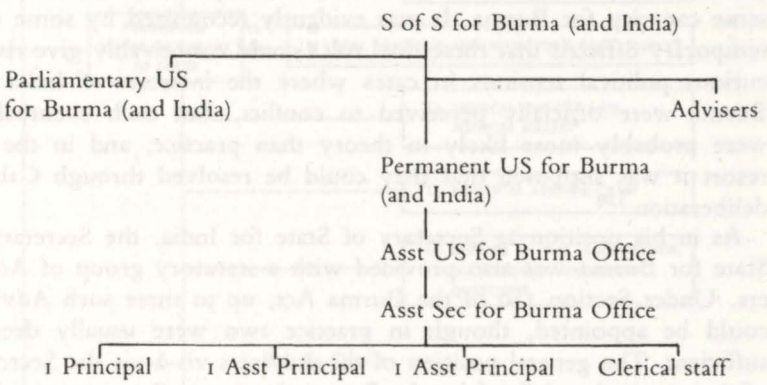
As in his position as Secretary of State for India, the Secretary of State for Burma was also provided with a statutory group of Advisers. Under Section 140 of the Burma Act, up to three such Advisers could be appointed, though in practice two were usually deemed sufficient. The general position of the Advisers vis-à-vis the Secretary of State was also defined by the Burma Act in similar terms to those applied to the India Advisers in the 1935 Government of India Act. That is each Adviser was appointed by the Secretary of State for a term of five years, and at least one Adviser was required to have held office in Burma for a minimum period of ten years, and not to have left his post more than two years before his appointment. The Act

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further stipulated that the Secretary of State was neither bound to consult his Advisers, nor obliged to follow their advice, except in the case of certain proposed measures relating principally to the possible removal or dismissal of members of the civil and defence services in Burma together with the more important rules affecting those services. Before implementing such measures it was necessary for the Secretary of State to obtain the concurrence of at least half of his Advisers present at a meeting or, at any rate, to place the relevant papers on the Advisers' Table for four days to give the Advisers an opportunity to call for a discussion meeting if they felt it necessary.

The permanent officials and departments

The organization of the staff of permanent civil servants attached to the Burma Office further illustrates the way in which the office was administratively dependent on the India Office, particularly during its first few years. For example, under the arrangement adopted in April 1937, the Permanent Under Secretary and the Deputy Under Secretary of the India Office also filled the same positions at the Burma Office, and it was only from the next administrative level down that a bifurcation of India Office and Burma Office staff was actually effected.[139] All this can be best represented in diagram form:



Another basic feature of Burma Office organization in 1937, apparent from the above chart, consists in the absence of subject departments within the new office. Thus the small staff immediately under the Assistant Secretary was not divided into separately designated units, as in the India Office. This arrangement was, indeed, part of a more

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general plan according to which Burma Office officials were expected to consult regularly with the heads of the main India Office departments when they needed any specialist or technical advice on matters of policy or principle (eg. a complex commercial question would be referred to the Economic and Overseas Department, or a financial matter passed to the Financial Department). Similarly, (though at a more routine level) it was arranged that the India Office Accountant General's and Military Departments would continue to handle personnel matters affecting members of the Burma civil and defence services, acting, as it were, on behalf of the Burma Office, and communicating with other authorities on Burma Office stationery.[140]

With the outbreak of the Second World War, the size, structure and organization of the Burma Office expanded and developed fairly quickly in order to meet new administrative needs and pressures — especially those connected with the progress of the war and post-war planning. For instance, between 1939 and 1942 the senior Assistant Under Secretary post was left vacant and replaced by a second Assistant Secretary, whilst during the whole period from 1939 to 1946 the total administrative complement of principals and assistant principals assigned to the Burma Office rose from five to fifteen. Also significant for the status and importance of the office was the decision in 1942 to create an extra post of Deputy Under Secretary for Burma business only.[141]

The rapid moves towards Burmese independence, which developed during 1945–47, were also reflected on an administrative level in a further increase in staff and, an overall re-structuring of the whole Burma Office. Thus for the first time, from December 1945 the office was divided into three main subject departments: Economic, Public and General, and Foreign and Reforms, with, in addition, a temporary Burma Supplies unit staffed by Government of Burma officials. This system was further developed in September 1946 when the Foreign and Reforms Department was replaced by two departments: Foreign and Frontier Areas, and Constitution.[142] The general effects of all these changes on the structure of the Burma Office can be seen in the organization chart reproduced on p.112).

The Burma Office decision-making procedure

The basic procedures for the disposal of business in the Burma Office were closely modelled on those used in the India Office. That is to say, cases were decided at different levels of the hierarchy depending on

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their character and importance. For example, in the early years many fairly routine questions could be disposed of by the Assistant Secretary in immediate charge of the office, or, later, by one or other of the several Assistant Secretaries appointed after the War. Alternatively, more significant matters could be referred up to the Assistant Under Secretary or right up to the Deputy and Permanent Under Secretaries and the Secretary of State himself. In addition, as has already been noticed (p. 115), certain issues involving important administrative principles or requiring special expertise were, according to the 1937 procedural rules, passed across to the appropriate India Office department for advice, usually at Assistant Secretary or Assistant Under Secretary level, before being finally disposed of by the Burma Office.

In the case of those subjects which the Government of Burma Act reserved for the concurrence of the Secretary of State's Advisers (ie. mainly Burma Service questions), it was, of course, necessary to arrange for the relevant papers to be submitted to a meeting of the Burma Advisers, or, quite frequently to a joint meeting of the Burma and India Advisers, as provided for under Section 118 of the 1935 India Act.[143]

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Notes

1. The merger of the India Office establishment with that of the Commonwealth Relations Office took place very gradually between 1947 and 1949. In fact from August 1947 to January 1949 the former India Office staff virtually formed a separate Division of the CRO — Division B — with its own Permanent Under Secretary. *See* J.A. Cross, *Whitehall and the Commonwealth* (London, 1967), p.59.
2. Apropos the role of the India Office, Lord Morley wrote to Sir Richmond Ritchie, its Permanent Under Secretary, on 7 November 1910, that "No other department of State surpasses it in weight of responsibility: perhaps no other equals it" (Unregistered India Office Papers, L/PO/Misc 2). *See* also Malcolm C.C. Seton, *The India Office* (London, 1926), pp.5–7.
3. For a detailed description *see* Seton, *The India Office*, pp.265–271.
4. Establishment Branch Files, L/S&G/8/149 and 410; also Arnold P. Kaminsky, *The India Office 1880–1910* (Westport, 1986), pp.24–26, 108–109.
5. Kaminsky, *The India Office 1880–1910*, pp.101–107, 163–165; also Seton, *The India Office*, pp.64–71.
6. For general accounts of the political and administrative development of India during this period *see The Imperial Gazetteer of India*, Vol iv (Oxford, 1907); Percival Spear, *The Oxford History of Modern India 1740–1947* (Oxford, 1965); B.B. Misra, *The administrative history of India 1834–1947* (Oxford, 1970).
7. For a recent survey *see* Timothy N. Thomas, *Indians Overseas. A guide to source materials in the India Office Records for the study of Indian emigration 1830–1950* (London, 1985).
8. The sequence of events may be summarized in a little more detail as follows. By October 1939 the Congress ministries, which under the terms of the 1935 Act had taken office in Assam, Bombay, Central Provinces, Madras, the North-West Frontier Province, Orissa and the United Provinces in 1937–38 had resigned, and were replaced by Governor's rule for the duration of the War. During the same period various Muslim or Muslim League ministries continued or succeeded in Bengal, Punjab, Sind and the North-West Frontier Province, and the League itself declared its firm commitment to the creation of the separate Muslim state of Pakistan. Meanwhile at the centre, the Viceroy and his Council were largely left to operate the 1919 constitution. At the end of the War elections held in 1945–46 resulted in the formation of a new Interim Government at the centre (including a number of Indian ministers); Congress ministries is the six Hindu-majority provinces, plus the NWFP and Assam; Muslim League ministries in Bengal and Sind; and a collection of various groups in Punjab. Between March and July 1947 events moved rapidly towards Partition, with the Punjab coalition collapsing; NWFP and Sylhet (formerly part of Assam) voting to join Pakistan through referenda; Sind and Baluchistan (previously administered centrally) opting for Pakistan; Punjab and Bengal deciding for Partition; and the central Interim Government being replaced by two provisional governments for India and Pakistan. By August 1947, following the Indian Independent Act, the process was completed with the establishment of the two independent Dominions of India and Pakistan, to one or other of which most of the former Indian princely states also agreed to accede.
9. The Government of India Act, 1915, 5 & 6 Geo. V, c. 61 s. 2/2 consolidating previous enactments relating to the administration of India, as amended by the Government of India (Amendment) Act of 1916 (6 & 7 Geo. V, c. 37).
10. The question of which types of Proceedings should continue to be sent to the Secretary of State (and the form of their arrangement) was extensively investigated

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and reviewed by the Government of India and the India Office in 1859–60, and again in 1871. The details and the decisions then reached will be found in Public Despatches to India, L/P&J/3/1036, No.82 of 11 Aug 1859, and L/P&J/3/1037, No.50 of 7 Apr 1860; Collections to Public Despatches to India, L/P&J/3/1076, Coll to No.50; Public Despatches to Madras, L/P&J/3/1335, No.38 of 11 Aug 1859; Collections to Public Despatches to Madras, L/P&J/3/1348, Coll to No.38; also India Public Proceedings, P/507, Nos.220–224 of 30 Sep 1871. *See* 1871. *See* also pp.218–219.

11. *See* the testimony of Sir Malcolm Seton and Sir Arthur Hirtzel in Minutes of evidence taken before the Committee or India Office organization (the Crewe Committee), 1919, V/26/220/19, paras 409 and 937.
12. Memorandum on India Office administration [1919], Unregistered India Office Papers, L/PO/Misc 5.
13. Heads of Departments Note of 27 Feb 1923, Judicial and Public Department Orders, L/P&J/5/338, No.128.
14. *Ibid. See* also Seton, *The India Office*, pp.83–84.
15. *Report of the Indian Statutory Commission* (London, 1930), vol.1, pp.243–245 and vol.2, p.305.
16. Ottewill to Brown, 22 Jul 1938, Record Department Papers, L/R/7, Ns 1205/1938.
17. P.N.S. Mansergh, *The transfer of power, 1942–7 (Constitutional relations between Britain and India)* (London, 1977), vol.vii, pp.56–57.
18. Donovan Williams, *The India Office 1858–1869* (Hoshiarpur, 1983), pp.25–26; Kaminsky, *The India Office, 1880–1910*, pp.101–107, 163–165; Seton, *The India Office*, pp.64–71. *See* also Memorandum on India Office administration [1919], Unregistered India Office Papers, L/PO/Misc 5.
19. Kaminsky, *The India Office, 1880–1910*, pp.50–51.
20. Statutory rules and orders having relation to the Government of India Act (Approved by the Council of India 20 Nov 1923), Council of India Miscellaneous Resolutions, C/144, ff.220–225.
21. Minutes of the Council of India, C/1, pp.2–4.
22. Minutes of the Council of India, C/3, pp.594–596.
23. Memorandum on the Home Government of India, p.6, Council of India Papers, C/143.
24. Statutory rules and orders having relation to the Government of India Act, Council of India Miscellaneous Resolutions, C/144, f.222.
25. M.I. Moir, "A study of the history and organization of the Political and Secret Departments of the East India Company, the Board of Control, and the India Office (Thesis for University of London Diploma in Archive Administration, 1966), pp.165–176; also Memorandum on India Office administration [1919], p.7, Unregistered India Office Papers, L/PO/Misc 5. *See* also below, pp.105–107, for Secret Department procedure.
26. For the Council of India's special powers *see* Minutes of evidence taken before the Committee on India Office organization (the Crewe Committee), 1919, V/26/220/19, paras 166–176, 671–795 etc; Memorandum on India Office administration [1919], Unregistered India Office Papers, L/PO/Misc 5; Memorandum by Sir Henry Maine on the powers and responsibilities of the Secretary of State as regards the Council of India, 8 Nov 1880, Unregistered India Office Papers, L/PO/Misc 5; *See* also Kaminsky, *The India Office, 1880–1910*, pp.40–45; Williams, *The India Office 1858–1859*, pp.20–50.
27. Seton, *The India Office*, p.33.

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28. India Office procedure [1924], V/27/220/23, p.42.
29. Statutory rules and orders having relation to the Government of India Act, Council of India Miscellaneous Resolutions, C/144, ff.221–222.
30. *Ibid.* The rules also add that in general the matters to be treated as "secret" relate "to the levying of war, or the making of peace, or the defence of the realm, or the treating or negotiating with any prince or state, or the policy to be observed with respect to any prince or state, and any matter forming the subject of a "secret" despatch from the authorities in India".
31. The Government of India Act of 1935 (ss 278(1) and 314(3)), however, also provided for the reduction in the number of Advisers to not less than three and no more than six after the introduction of the federal constitution authorized in Part III of the Act. *See* also pp.65–66.
32. Rules of Business made by the Secretary of State, with the concurrence of his Advisers at a meeting on the 6th April, under subsections (7) of Section 278 of the Government of India Act, 1935, Establishment Branch Files, L/S&G/8/462. A General Committee of Advisers was added in 1940, *see* Political (Internal) Department Orders, L/P&S/20, Temp No.236, No.472.
33. For a full list of subjects requiring the Advisers' concurrence under the 1935 Act *see* Note of 5 Dec 1936 on "Council procedure from the 1st April, 1937" by S.K. Brown, Establishment Branch Files, L/S&G/8/462.
34. Note by S.K. Brown of 5 Dec 1936, p.15, Establishment Branch Files, L/S&G/8/462.
35. P.N.S. Mansergh, *The transfer of power, 1942–7 (Constitutional relations between Britain and India)*, 12 vols (London, 1970–83).
36. Accountant General's Department; Home Establishment Accounts and Minutes, L/AG/30/16, f.2.
37. For Wood's Directions of 17 Nov 1859 *see* p.000.
38. Wood's Memorandum of 23 Apr 1860, Accountant General's Miscellaneous Establishment Papers, L/AG/30/20, f.454.
39. Merivale's Minute of 11 Jun 1860, Unregistered India Office Papers, L/PO/Misc 5.
40. Kaminsky, *The India Office, 1880–1910*, pp.13–14.
41. For the division of responsibilities between the Permanent and Parliamentary Under Secretaries *see* Syed Anwar Husain, "The Organization and Administration of the India Office, 1910–1924" (Ph.D Thesis, University of London, 1978), pp.22–23. *See* also Establishment Branch Files, L/S&G/8/100.
42. Minute of 2 Feb 1860, Accountant General's Department Finance and Home Committee Reports, L/AG/30/21, f.19; Office Revision Papers, 1871, Unregistered India Office Papers, L/PO/Misc 5; 6th Report of Special Committee on Home Changes, 9 Nov 1888, L/F/9/1.
43. India Office Establishment, 1920–46, especially L/AG/30/18/37, pp.4–5, L/AG/30/18/38, p.9, L/AG/30/18/39, p.8, L/AG/30/18/53, p.8, L/AG/30/18/60, p.10; also Accountant General's Home Establishment Papers, L/AG/30/22/54, pp.937–938, and L/AG/30/22/59, p.47; Heads of Departments Note of 11 Sept 1924, Public and Judicial Orders, L/P&J/5/339, No.23; Establishment Branch Files, L/S&G/8/100.
44. India Office Orders-in-Council, L/AG/30/22A; *see* also Accountant General's Home Establishment Accounts and Minutes, L/AG/30/16, f.2.
45. Wood's Minute of 31 Jan 1860, Accountant General's Miscellaneous Establishment Papers, L/AG/30/20, ff.514–517; Minutes of 2 Feb 1860, Accountant General's Department Finance and Home Committee Reports, L/AG/30/21, f.19; Bourdillon's Minute of 8 Aug 1860, Unregistered India Office Papers, L/PO/Misc 5; also

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Papers and Orders of the Registry and Records Department, L/R/4/2, pp.111–113.

46. Minutes of the Council of India, C/4, p.794, and C/5, pp.10–11; Report upon the Accounts and Audit Departments of the India Office, 1860, Accountant General's Miscellaneous Establishment Papers, L/AG/30/20, ff.469–478.
47. Merivale's Note of 31 Jul 1860, Accountant General's Establishment Papers, L/AG/30/20, ff.484–487.
48. Minutes of the Council of India, C/6, pp.549–550.
49. Minutes of the Council of India, C/7, pp.152–153.
50. Minutes of the Council of India, C/13, pp.223–224.
51. Minutes of the Council of India, C/16, p.381.
52. Minutes of the Council of India, C/18, pp.351–352; Draft Reports for Scheme, India Office Unregistered Papers, L/PO/Misc 5.
53. Minutes of the Council of India, C/18, pp.508–509.
54. Minutes of the Council of India, C/19, p.378; Sanitary Despatches to India, L/E/3/666, pp.1–7.
55. Minutes of the Council of India, C/21, p.372; Circular to Heads of Departments of 4 Nov 1868, Geographical Department Home Correspondence, L/E/2/95, p.87.
56. Lugard to Grant Duff, 31 Mar 1869, Secret Home Correspondence, L/P&S/3/74, pp.117–119.
57. Circulars to Heads of Departments of 6 May and 10 Jun 1871, Papers relating to the Registry and Records Department, L/R/4/2, pp.153–154.
58. Minutes of the Council of India, C/27, pp.400, 425–426; Papers relating to Office Revision, Unregistered India Office Papers, L/PO/Misc 5; Accountant General's Home Establishment List, L/AG/30/17/2, p.193.
59. Kaye to Burne, 12 Oct 1872, Political and Secret Home Correspondence, L/P&S/3/352, pp.1405–1413; Accountant General's Home Establishment List, L/AG/30/17/2, p.199.
60. Minutes of the Council of India, C/32, p.342; Statistics and Commerce Despatches to India, L/E/3/643, p.1.
61. Minutes of the Council of India, C/32, p.572 and C/33, p.102; Accountant General's Home Establishment List, L/AG/30/17/2, pp.193, 198 and 200.
62. Minutes of the Council of India, C/38, pp.283, 405.
63. Minutes of the Council of India, C/39, p.47; also Accountant General's Home Establishment List, L/AG/30/17/2, p.74 (under Oliphant).
64. Minutes of the Council of India, C/40, pp.13–15.
65. Minutes of the Council of India, C/40, p.90; Statistics and Commerce (Geographical) Despatches to India, L/E/3/206, No.6 of 1878.
66. Minutes of the Council of India, C/42, pp.87–91, 192; Accountant General's Department Home Establishment List, L/AG/30/17/2, p.107.
67. Minutes of the Council of India, C/43, pp.187–189; Accountant General's Department Home Establishment List, L/AG/30/17/3, p.32 (under W. Peddar and W. Macpherson).
68. Minutes of the Council of India, C/43, p.60.
69. Minutes of the Council of India, C/43, pp.187–188; also S.A. Husain, "The Administrative Departments of the India Office, 1858–1919" (*Indian Journal of Public Administration*), Apr–Jun 1981, xxvii, no.2, p.432.
70. Minutes of the Council of India, C/51, pp.289–290; Minute of F.C. Danvers of 22 Sept 1882, Papers relating to the Registry and Records Department, L/R/4/1, pp.303–315; Accountant General's Home Establishment Papers, L/AG/30/22/15, pp.155–217.

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71. India Office Establishment, 1886, L/AG/30/18/66, p.76; Papers relating to the Registry and Records Department, L/R/4/2, pp.391–395.
72. Minutes of the Council of India, C/58, pp.325–327.
73. Minutes of the Council of India, C/70, p.321; Accountant General's Home Establishment Papers, L/AG/30/22/25, pp.617–650.
74. Godley's Note of 6 Feb 1899, Papers relating to the Registry and Records Department, L/R/4/7, pp.43–45.
75. Copy of Godley's Note of 1 Nov 1901, Establishment Branch Files, L/S&G/8/116.
76. Minutes of the Council of India, C/102, p.141; India Office Establishment, 1910, L/AG/30/18/71, p.74.
77. Accountant General's Home Establishment Papers, L/AG/30/22/41, pp.337–378; India Office Establishment, 1909, L/AG/30/18/71, p.23.
78. Copies of Seton's Notes of 25 Oct 1911 and 19 Apr 1912, Establishment Branch Files, L/S&G/8/116.
79. Accountant General's Home Establishment Papers, L/AG/30/22/45, pp.1527–1531; Judicial and Public Department Files, L/P&J/6/1170, No.2301/1912.
80. Newmarch's Note of 6 Apr 1914, Public Works Department Files, L/PWD/6/925, No.1135/1914; Accountant General's Home Establishment Papers, L/AG/30/22/48, pp.827–861.
81. Heads of Departments Note of 4 Jan 1917, Establishment Branch Files, L/S&G/8/69.
82. Note on Reforms Committee of 23 Jan [? 1930], Establishment Branch Files, L/S&G/8/313.
83. Heads of Departments Notes of 26 and 27 Jul 1920, Establishment Branch Files, L/S&G/8/55.
84. Note of 18 Sept 1920, Papers relating to the Registry and Records Department, L/R/4/8, p.422; Heads of Departments Note of 7 Feb 1922, Judicial and Public Department Orders, L/P&J/5/338, No.104; Heads of Departments Note of 17 Mar 1924, Judicial and Public Department Orders, L/P&J/5/339, No.14. *See* also Seton, *The India Office*, pp.257–264.
85. Office Circular of 9 May 1928, Public Works Department Orders, L/PWD/5/28, No.258.
86. Heads of Departments Note of 11 May 1921, Public Works Department Orders, L/PWD/5/28, No.259.
87. Heads of Departments Note of 20 Aug 1921, Judicial and Public Department Orders, L/P&J/5/338, No.98.
88. Office Circular of 9 May 1921, Public Works Department Orders, L/PWD/5/28, No.258; Heads of Departments Note of 30 Sept 1921, Judicial and Public Department Orders, L/P&J/5/338, No.93.
89. Registry and Record Department Register, 1922, Z/L/R/6/39, No.292/1922.
90. Heads of Departments Note of 27 Feb 1923, Judicial and Public Department Orders, L/P&J/5/338, No.128.
91. Heads of Departments Notes of 23 Oct and 29 Nov 1923, Establishment Branch Files, L/S&G/8/91.
92. Heads of Departments Notes of 10 and 20 Mar 1924, Establishment Branch Files, L/S&G/8/116; also Heads of Departments Note of 27 Mar 1924, Papers and Orders relating to the Registry and Records Department, L/R/4/8, f.563.
93. Patrick's Note of 1 May 1924, Commerce and Revenue Department Orders, L/E/5/62, p.73.

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94. Heads of Departments Note of 8 Sept 1924, Public and Judicial Department, Orders, L/P&J/5/339, No.22.
95. Heads of Department Note of 16 Sept 1926, Establishment Branch Files, L/S&G/8/185.
96. Heads of Departments Note of 9 Dec 1927, Establishment Branch Files, L/S&G/8/235.
97. Heads of Departments Notes of 15 Apr and 15 Jul 1930, Establishment Branch Files, L/S&G/8/310; also Political (External) Collections, L/P&S/12/2782.
98. Heads of Departments Note of 13 Nov 1930, Public and Judicial Department Orders, L/P&J/5/339, No.81.
99. *Administration Report of the Indo-European Telegraph Department for 1930–31*, V/24/4293, p.11.
100. Heads of Departments Note of 3 Mar 1932, Establishment Branch Files, L/S&G/8/313.
101. Heads of Departments Note of 6 Dec 1934, Political (Internal) Department Orders, L/P&S/20/Temp No.236, No.349.
102. Heads of Departments Note of 2 Apr 1937, Establishment Branch Files, L/S&G/8/411.
103. Heads of Departments Note of 21 Jun 1939, Political (Internal) Department Orders, L/P&S/20/Temp No.236, No.438.
104. A.J. Farrington, *Guide to the records of the India Office Military Department* (London, 1982), p.411.
105. Heads of Departments Note of 18 Mar 1941, Establishment Branch Files, L/S&G/8/28.
106. Secretary of State's Telegram to Governor-General of 19 May 1941, Political Department Files, L/P&J/7/4550.
107. Booker's Minute of 19 Jan 1946, Establishment Branch Files, L/S&G/8/573.
108. Heads of Departments Note of 9 Dec 1944, Establishment Branch Files, L/S&G/8/156.
109. Iddon to Winnifrith, 9 Apr 1946, Establishment Branch Files, L/S&G/8/155.
110. Turnbull's Minute of 20 Feb 1947, Establishment Branch Files, L/S&G/8/157; also India Office etc. Establishment, Apr 1947, L/AG/30/18/64, p.11.
111. India Office Establishment, 1922, L/AG/30/18/38, pp.9, 13–15.
112. William Foster, *A Guide to the India Office Records* (London, 1919), pp.vi–viii.
113. Ray Desmond, *The India Museum 1801–1879* (London, 1982).
114. Seton, *The India Office*, pp.259–260.
115. *Ibid*, pp.261–264.
116. Anthony Farrington, *The records of the East India College, Haileybury and other institutions* (London, 1976), pp.127–128.
117. *Ibid*, pp.135–138.
118. Baring's Minute of 15 Aug 1859, Unregistered India Office Papers, L/PO/Misc 5.
119. For a detailed account of the debate on India Office decision-making and the role of Sir Charles Wood, *see* Donovan Williams, *The India Office 1858–1869* (Hoshiarpur, 1983) pp.51–77.
120. Accountant General's Miscellaneous Establishment Papers, L/AG/30/20, ff.338–339. For Kaye's characterisation of Wood's reforms *see* J.W. Kaye's Confidential Letter Book, Political and Secret Miscellaneous Records, L/P&S/20, Temp No.244, p.84.
121. Seton, *The India Office*, pp.33–34; Williams, *The India Office 1858–1869*, pp.71, 80; Moir, "A study of the history and organization of the Political and Secret Depart-

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ments etc. (Thesis for University of London Archives Diploma), pp.123–125.

122. Kaminsky, *The India Office, 1880–1910*, p.47; Memorandum on India Office Administration [1919], p.8, Unregistered India Office Papers, L/PO/Misc 5.
123. Papers and Orders relating to the Registry and Record Department, L/R/4/8, f.375.
124. Memorandum on India Office Administration [1919], p.6, Unregistered India Office Papers, L/PO/Misc 5.
125. Note by Sir T. Holderness of Jul 1913, Public Works Department Orders, L/PWD/5/28, No.126.
126. Report by F.C. Danvers of 23 Jul 1884, Papers and Orders relating to the Registry and Records Department, L/R/4/3, pp.78–105. *See* also Papers and Orders relating to the Registry and Records Department, L/R/4/1.
127. Rules for the conduct business and India Office procedure, 1886–87, Unregistered India Office Papers, L/PO/Misc 5; "Before Council", Note of 23 Mar 1900, Public Works Department Orders, L/PWD/5/28, No.63.
128. Notes regarding methods of arranging and submitting official papers, 17 Feb 1909 and Aug 1915, Papers and Orders relating to the Registry and Records Department, L/R/4/8, ff.134–135, 301–302, 305.
129. Heads of Departments Note of 11 Jun and 8 Jul 1914; also letter from Montagu to Holderness of 27 Apr 1914 and Minute by Secretary of State of 6 Sept 1916, Public Works Department Orders, L/PWD/5/28, Nos.133 and 158. In his letter to Holderness of 27 Apr 1914 E.S. Montagu advocated giving junior officials in India Office departments more opportunities to record and sign their own minutes, concluding with the question, "If this freedom of expression and opportunity had been allowed to Keynes, should we have ever lost him?" This is a reference to Maynard Keynes (the economist) who was employed as a junior clerk by the India Office between 1906 and 1908. For other administrative developments in the internal procedure of the office during this period *see* Syed Anwar Husain, "The Administrative Departments of the India Office, 1858–1919," (*Indian Journal of Public Administration*, Apr–Jun 1981, xxvii, No.2).
130. Minutes of evidence taken before the Committee on India Office organization (the Crewe Committee), 1919, V/26/220/19, para 28.
131. Moir, "A study of the history and organization of the Political and Secret Departments etc." (Thesis for University of London Archives Diploma), pp.148–152.
132. *Ibid*, pp.152–153.
133. *Ibid*, pp.153–162. *See* also Williams, *The India Office 1858–1869*, pp.84–86, 186–189, 208.
134. Memorandum on the Home Government of India, p.15, Council of India Papers, C/143.
135. For the procedural changes introduced following the India Act of 1919, which are summarized here, *see* India Office procedure 1924, V/27/220/23; Statutory rules and orders having relation to the Government of India Act, Council of India Miscellaneous Resolutions, C/144, ff.220–225; also Judicial and Public Department Orders, L/P&J/5/338, No.63.
136. The changes in India Office procedure resulting from the 1935 Act are described and discussed in Establishment Branch Files, L/S&G/8/462; *see* also Heads of Departments Note of 18 Jun 1940, Political (Internal) Department Orders, L/P&S/20, Temp No.236, No.464.
137. *See* Note 100 above.

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138. Monteith to McDowall, 15 Apr 1937, Public and Judicial Department Orders, L/P&J/5/339B, No.40.
139. *Ibid.*
140. *Ibid;* also Heads of Departments Note of 23 Mar 1937, Establishment Branch Files, L/S&G/8/462.
141. India Office, Burma Office Establishment etc., 1939–46, L/AG/30/18/55–60; also Establishment Branch Files, L/S&G/8/451–452.
142. Office Notes of 29 Nov 1945 and 5 Sept 1946, Burma Office Records, M/5/37.
143. Note on draft Rules of Business for Burma Advisers, 19 Mar 1937, Council of Indian Miscellaneous Resolutions, C/144, ff.253–255.

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PART TWO

The India Office Records

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INTRODUCTION TO THE DESCRIPTIVE INVENTORY

The following Inventory, which covers the whole of the India Office Records, is arranged according to a general reference scheme introduced in 1967, though later slightly modified and extended. In this scheme all the principal archival classes or categories are distinguished by alphabetical references supplemented where necessary by numbers. These main classes (A-Z), of which there are now over fifty, are defined fairly flexibly but in general consist either of the records of a single department/office or a set of related departments, or of records of a particular type (or class). Within each main division the individual items — usually volumes, files or boxes — are then either numbered through in their original series or further sub-divided and then numbered through as series or items.

In general, the scheme aims to preserve the original arrangement of the records, in so far as this has survived, but also to bring out the underlying administrative continuities. However, in dealing with an archive of this time-span and complexity, it has sometimes been necessary to make some rather arbitrary decisions as to how best to arrange or present certain sections of the records. For example, researchers used to the basic division adopted in the National Archives of India between the records of the Company (1748–1858) and the Crown (1858–1947) may be surprised to find that this distinction has only been partially applied in the IOR scheme of reference. By contrast, it was considered here that the "Home Government" of India had a certain administrative continuity in which many departments established in the Company or the Board were continued after 1858 under the India Office (eg. Revenue, Political, Public, Military etc). Hence it was decided to keep all such records together in extended departmental groups (eg. L/E, L/P&S, L/P&J, L/MIL etc) rather than emphasize their separate origins in the Company, the Board or the India Office. Researchers who prefer this latter conception may refer to Appendix 1 in which the records of the Company and the Board are broadly distinguished from each other as well as from those of the India Office.

With these general provisos, it is hoped that this Descriptive

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Inventory, based upon the IOR reference scheme, will prove more or less self-explanatory in the form presented. As a quick check through the Inventory will make clear, the descriptive entries for each main archival division are fairly short and general. Essentially, however, they aim to establish the archival provenance of the records concerned, to distinguish the principal series or classes of record included, to indicate their broad subject-matter, and to provide covering dates and quantification. Some of the volume/file totals given are necessarily only approximate, given the extent of the series concerned and the need to carry out further more detailed examinations of their contents.

Finally, it also needs to be stressed that this Descriptive Inventory only really offers a starting-point for the investigation of the IOR, and, more particularly, a "way into" the numerous detailed lists, guides, catalogues and other finding aids that between them cover the contents of the fifty or so major archival classes (from A to Z). Thus, for each such class, there is usually one main list and in many cases several subsidiary lists or finding aids. It is, of course, these various lists — not the present Inventory — that provide the specific references needed to requisition individual volumes or files etc. All such reference media are available in the Catalogue Hall and Reading Room of the India Office Library and Records.

Note: Asterisks have been placed after the quantifications given in the Descriptive Inventory for certain file series which were continued by the Commonwealth Relations Office Division B for a few years after the dissolution of the India Office in August 1947 (L/E/8–9, L/F/6, L/P&J/7–8, L/P&S/12–13, L/S&G/6–7, 10). All the post-August 1947 files in these series are at present in the custody of the Foreign and Commonwealth Office.

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SUMMARY LIST OF MAIN CLASSES

A	Charters, Deeds, Statutes and Treaties, *c* 1500 – *c* 1950
B	Minutes of the East India Company's Directors and Proprietors, 1599–1858
C	Council of India Minutes and Memoranda, 1858–1947
D	Minutes and Memoranda etc. of General Committees and Offices of the East India Company, 1700–1858
E	East India Company General Correspondence, 1602–1859
F	Board of Control General Records, 1784–1858
G	Factory Records, *c* 1595–1858
H	Home Miscellaneous Series, *c* 1600 – *c* 1900
I	Records relating to other Europeans in India etc., 1475–1824
J	Haileybury Records, 1749–1857
K	Records relating to other Establishments, 1809–1925
[L Departmental Records]	
L/AG	Accountant General's Records, 1601–1974
L/E	Economic Department Records, 1786–1950
L/F	Financial Department Records, *c* 1800–1949
L/I	Information Department Records, 1921–49
L/L	Legal Adviser's Records, *c* 1550 – *c* 1950
L/MAR	Marine Department Records, 1600–1879
L/MED	Medical Board Records, *c* 1920 – *c* 1960
L/MIL	Military Department Records, 1708–1957
L/PARL	Parliamentary Branch Records, *c* 1772–1952
L/PO	Private Office Papers, *c* 1858–1948
L/PWD	Public Works Department Records, *c* 1839–1931
L/P&J	Public and Judicial Department Records, 1795–1950
L/P&S	Political and Secret Department Records, 1756–1950
L/R	Record Department Papers, 1859–1959
L/SUR	Surveyor's Records, 1837–1934
L/S&G	Services and General Department Records, *c* 1920 – *c* 1970
L/WS	War Staff Papers, 1921–51
M	Burma Office Records, 1932–48
N	Returns of Baptisms, Marriages, Burials etc., 1698–1969
O	Biographical Series, 1702–1948
P	Proceedings and Consultations of the Government of India and of the Presidencies and Provinces, 1702–1945
Q	Commission, Committee and Conference Records, *c* 1895–1947

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[R Records transferred later through official channels]

R/1	India: Crown Representative's Political Department Records, 1880–1947
R/2	India: Crown Representative's Residency Records, *c* 1789–1947
R/3	India: Other Records of the Central and Provincial Governments, 1899–1948
R/4	India: British High Commission Cemetery Records, *c* 1870–1967
R/5	Nepal: Kathmandu Residency Records, 1792–1872
R/8	Burma: Records of the Governor's Office etc., 1942–47
R/9	Malaysia: Malacca Orphan Chamber and Court of Justice Records, 1685–1835
R/10	China: Canton Factory Records, 1623–1841
R/12	Afghanistan: Kabul Legation Records, 1923–48
R/15	Persian Gulf: Records of the Bushire, Bahrain, Kuwait, Muscat and Trucial Coast Agencies etc., 1763–1951
R/19	Egypt: Records of the Cairo, Alexandria and Suez Agencies, 1832–70
R/20	Aden: Records of British Administration, 1839–1967
S	Linguistic Survey of India Records, *c* 1900 – *c* 1930
V	Official Publications, *c* 1760–1957
W,X,Y	Map Collections, *c* 1700–1960
Z	Registers and Indexes, *c* 1700–1950

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A DESCRIPTIVE INVENTORY OF THE INDIA OFFICE RECORDS

A CHARTERS, DEEDS, STATUTES AND TREATIES, *c* 1500 – *c* 1950

Over 3000 individual documents and 27 volumes.

A/1 *Charters and Deeds, c 1500 – c 1950*

Over 3000 individual documents.

This collection is in the process of being sorted, catalogued and collated with similar material amongst the Legal Adviser's Records (*see* under L/L). At present it falls into two main divisions:

(a) A roughly listed collection of legal and other formal documents — charters, proclamations, royal warrants, commissions, memorials, title deeds etc. — most of which relate to the East India Company's rights, privileges and property; they were originally kept separately because of their size and were known as "the Parchment Records". *See* Foster's *Guide*, pp.28–29.

(b) A very large and varied accumulation of title deeds and related documents of varying provenance, some of which concern the Company's properties in London and elsewhere in England. These are being catalogued. For a partial register of these deeds *see* Z/L/L.

A/2 *Statutes, Charters and Treaties, c 1750 – 1851*

27 volumes.

Copies of charters, statutes and treaties relating to the Company, compiled and printed in the 18th and early 19th centuries; also collections of papers, printed and manuscript, mainly dealing with successive renewals of the Company's charter (1753–1833). *See* Foster's *Guide*, p.29.

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B MINUTES OF THE EAST INDIA COMPANY'S DIRECTORS AND PROPRIETORS, 1599 – 1858

273 volumes.

These series constitute the central record of the activities of the East India Company in London from its foundation in 1600 until its demise in 1858, including the period of division between the Old and New Company (1698–1709). The Court of Directors' Minutes cover the business transacted at the regular meetings of the Company's executive body, usually providing summary details of letters and reports received, read or approved, warrants signed for payment, and also general notes of action taken. The originals or full copies of the correspondence and reports referred to in the Minutes may often be traced elsewhere, notably amongst the separate records of the various committees to which much of the detailed work of the Court of Directors was delegated (*see* under D, J/2, L/AG/9/5, L/AG/23/2, L/F/1, L/MAR/C, L/MIL/1 and 5, L/P&J/1, L/P&S/1 etc) or in the appropriate series of Indian or overseas correspondence (*see* under E/3–4, F/3, G, H, L/E/3, L/F/3, L/MAR/C, L/MIL/3, L/PWD/3, L/P&J/3, L/P&S/4–6, and 9 etc) or in the Home Correspondence series (*see* under D, E/1–2, F/2, G, H, L/AG, L/F/2, L/MAR/C, L/MIL/2 and 5, L/PWD/2, L/P&J/1–2, L/P&S/3 etc).

In addition to the main series of Minutes of the Court of Directors covering the period 1599–1858, there is a short run of Rough Notes for Court Minutes (1621–1715) containing some additional material, and a series of Dissents by individual directors to the Court's general Resolutions (1807–1858). Minutes of the Court of Proprietors (ie. the formal assembly of Company shareholders) exist as a separately bound series from 1702 to 1858 but are also included with the Directors' Minutes down to April 1833. For indexes *see* under Z/B. For Secret Court Minutes *see* under L/P&S/1. Minutes of the Directors and the Proprietors dealing with Company stock and the payment of dividends between 1858 and 1874 are included in L/AG/44 (L/AG/44/3/1–2).

Some of the 17th-century Court Minutes have been calendared or transcribed in the following publications:

W.N. Sainsbury, *Calendar of State Papers, Colonial Series, East Indies, etc,* [1513–1634] 5 vols (London, 1862–92).

H. Stevens and G. Birdwood, *The dawn of British trade to the East Indies as recorded in the Court Minutes of the East India Company, 1599–1603* (London, 1886).

G. Birdwood and W. Foster, *The register of letters, etc. of the Governor and Company of Merchants of London trading with the East Indies, 1600–1619* (London, 1893).

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E.B. Sainsbury, *A calendar of the Court Minutes, etc. of the East India Company, [1635–1679]* 11 vols (Oxford, 1903–38).

W. Foster, *A supplementary calendar of documents in the India Office relating to India or to the home affairs of the East India Company 1600–1640* (London, 1928).

For further background notes on the Company's Directors and Proprietors, *see* Part One, pp.7–11, 21–29. *See* also Foster's *Guide*, pp.1–4.

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C COUNCIL OF INDIA MINUTES AND MEMORANDA, 1858 – 1947

144 volumes.

The Minutes of the Council of India and of the Secretary of State's Advisers — bodies which usually played an important part in the formation of India Office policy — form a continuous series running from 1858 to 1947. However, since these Minutes only record the work of the Council and of the Advisers in very summary fashion it is necessary to consult the archives of the main India Office departments — their Home Correspondence, Correspondence with India and Departmental Papers — in order to secure the full documentation on the subjects mentioned (*See* under L Departmental Records). In general the various committees of the Council did not keep separate minutes: for the few surviving examples *see* under L/MIL/1, L/PWD/5 and 7 and L/P&S/1.

'C' also includes other records connected with the Council's activities, notably Minutes of Dissent by Members (2 series, 1858–1935) and an important collection of printed memoranda prepared by Members, India Office officials etc. to elucidate particular aspects of Indian administration, foreign relations etc. (1874–1879). *See* also Part One, pp.73–81 for the general role of the Council etc.

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D MINUTES AND MEMORANDA ETC. OF GENERAL COMMITTEES AND OFFICES OF THE EAST INDIA COMPANY, 1700 – 1858

262 volumes.

The majority of these records belonged to, or were closely associated with, the Committee of Correspondence, viz Minutes (1784–1833), Reports (1719–1834), Memoranda (1700–1858) and a series known as 'Auditor's References', comprising mostly papers relating to the financial claims of Company servants (1740–1835).

The Committee of Correspondence was the most important of the various standing committees appointed by the Court of Directors down to 1833. It was responsible mainly for supervising the Company's non-Secret correspondence with India etc; for controlling the overseas establishments, including the consideration of the financial and other claims of civil and military personnel, and for appointing civil cadets (to 1805); and for filling posts in many departments of the Company's home establishment.

In addition to the purely Committee materials, 'D' includes some miscellaneous entry books, lists and papers originally kept in the offices of the Secretary, the Examiner and the Auditor at East India House, most of which refer to appointments and patronage. For some indexes *see* under Z/D. For the records of other committees of the Court of Directors *see* the references given under B. *See* also Part One, pp.26–28, and Foster's *Guide*, pp.4–5.

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E EAST INDIA COMPANY GENERAL CORRESPONDENCE, 1602 – 1859

1607 volumes.

The series included are 'general' in the sense that each comprises letters relating to all kinds of subjects and various departments arranged as a single more or less chronological sequence.

E/1 *Home Correspondence, 1699 – 1859*

314 volumes.

There are two separate and parallel series known as 'Miscellaneous Letters Received' and 'Miscellanies' (ie. Home Letters Out). For separate indexes to "Miscellanies" *see* Z/E/1. For the scope of Home Correspondence *see* p.153. Other series of Home Correspondence maintained by the Company are included in D, G, H, L/AG, L/F/2, L/MAR/C, L/MIL/2 and 5, L/PWD/2, L/P&J/1–2, L/P&S/3 and 5. *See* also Foster's *Guide*, pp.9–10.

E/2 *Correspondence with the Board of Control, 1784 – 1858*

57 volumes.

The series of Letters from the Company to the Board is complemented by the series of Letters from the Board to the Company. A third series comprises copies of both sides of the correspondence for the period 1784–1823 with certain gaps and omissions. For the Board's copies of this correspondence *see* under F/2. For correspondence between the Secret Committee and the Board, which is generally omitted from E/2, *see* under L/P&S/3 and 5. *See* also Part One, p.43 and Foster's *Guide*, pp.34–35.

E/3 *Correspondence with the East, 1602 – 1753*

124 volumes.

This embraces correspondence with virtually all the Company's overseas agents, factories and presidencies including those in the following areas:

> West Africa, St Helena, the Red Sea, Iran and the Gulf, India, Malaysia, Thailand, Indonesia (Java, Sumatra etc), China and Japan.

Letters received are bound in the series known as 'Original Correspondence' or "OC" (1602–1712); copies or drafts of out-letters are entered in 'Despatch Books' (1626–1753), and in 'Drafts of Despatches' volumes (1703–1753). For additional correspondence with overseas factories and agencies during this period — and in some cases

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duplicate copies of material in E/3 — *see* under G and H. The old catalogue of the "OC" series (H/711–712) is now being largely superseded by new lists.

Some of the 17th-century letters contained in these series have been summarized or transcribed in publications such as:

F.C. Danvers and W. Foster, *Letters received by the East India Company from its servants in the East* [1602–1617] 6 vols (London, 1896–1902).

W. Foster and C. Fawcett, *The English factories in India* [1618–1684] 13 vols (Oxford, 1906–55).

See also Foster's *Guide*, pp.11–12, 20–21.

E/4 ***Correspondence with India, 1703 – 1858***

1,112 volumes.

Letters received by the Court of Directors are here arranged in four great series of Letters from Bengal (1709–1834), India and Bengal (1834–58), Madras (1709–1858) and Bombay (1709–1858). Similarly there are four series of Despatches sent by the Court to the same governments during the period 1753–1858. Shorter sets of abstracts of letters and despatches are also available. Correspondence addressed to, or issued by, the Company's Secret Committee is usually, but not invariably, omitted from the various E/4 series after about 1787 (*see* under L/P&S/5) but letters and despatches from all the other correspondence departments and branches established in the Company's London administration or in India are regularly included.

The earliest of the separate departmental letters etc — Military, Public, Revenue etc. — date from the mid-18th century, prior to which the correspondence largely consisted of undifferentiated letters often dealing with many different subjects. By 1785 the Court of Directors issued instructions that the entire Indian correspondence, both Letters and Despatches, should in future be conducted in five separate departments: Public, Secret, Military, Revenue and Commercial, to which a sixth department, the Political, was added four years later. In practice, however, it proved impossible during the remainder of the Company period to impose complete uniformity on all the corresponding authorities, particularly since the administrative arrangements in India differed from Presidency to Presidency. The following tables list the main departments used between 1789 and 1858 in the non-secret correspondence between the Court of Directors and:

the Governor-General and Council of Fort William in Bengal (to 1834)

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the Governor-General of India in Council (from 1834)
the Governor and Council of Fort St George (Madras)
the Governor and Council of Bombay[1]

Court of Directors despatches to Bengal, India, Madras and Bombay included in E/4

Commercial 1789–1834
Ecclesiastical 1816–58
Public (Electric Telegraph) 1849–56, Electric Telegraph 1856–58
Finance 1814–19, Territorial Finance 1819–34, Financial 1834–58
Foreign 1793–94, 1809–29 (to 1847 for Madras)
Judicial 1795–1858
Law 1795–1806, 1819–32
Legislative 1835–58 (to India only)
Marine 1838–56
Military 1789–1858
Political 1789–1858
Public 1789–1858
Public Works 1855–58
Revenue 1789–1858
Separate Revenue, Separate or Revenue (Separate) 1795–1858 (to Bengal/India only)

Letters from Bengal, India, Madras and Bombay included in E/4

Bengal/India	*Madras*	*Bombay*
Commercial 1789–1834	Commercial 1789–1843	Commercial 1789–1836
Ecclesiastical 1818–43	Ecclesiastical 1821–58	Ecclesiastical 1817–58
Home (Ecclesiastical) 1843–58		
Home (Educational) 1855–58	Public (Educational) 1856–58	Educational 1857–58
Home (Electric Telegraph) 1855–58	Public (Electric Telegraph) 1858	Public (Electric Telegraph) 1849–56 Electric Telegraph 1856–58

[1]The tables do not provide details of the departments used in the Court's correspondence with (a) the Governor of Bengal between 1834 and 1854 (when Bengal was reduced to a Lieutenant-Governorship and lost the right of direct correspondence with London), or (b) the Governor of Agra from 1834 to 1836 (when Agra was reorganized as the Lieutenant-Governorship of the North-Western Provinces and similarly lost the right of direct correspondence). Copies of the departmental correspondence with Bengal and Agra for the periods mentioned will, however, be found in the E/4 series for Bengal/India, along with the primary correspondence with the Government of India.

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Bengal/India	*Madras*	*Bombay*
Separate or Public (Finance) 1806–10 Financial 1811–15 Territorial (Financial) 1815–30 Financial 1831–58	Public (Finance) 1807–12 Financial 1812–58	Secret (Finance) 1807 Financial 1807–22 Territorial (Financial) 1822–58
Foreign 1783–1843	Foreign 1802–3, 1816–47	
Judicial 1793–1843, Home (Judicial) 1843–58	Judicial 1800–58	Judicial 1795–1858
Law 1795–1804, 1824–31	Law 1794–1820	Law 1796–1802
Legislative 1835–58		
Marine 1834–43 Home (Marine) 1843–58	Marine 1838–58 Also Marine (Military) 1841–58	Marine 1818 Marine and Forest 1822–38 Marine 1838–58 Steam 1838–39
Military 1789–1858	Military 1789–1858	Military 1789–1858
Political 1789–1843 Foreign (Political) 1843–58	Political 1789–1858	Political 1789–1858
Home (Post Office) 1855–58		
Public 1789–1818 General 1818–43 Home 1843–58	Public 1789–1858	Public 1789–1822 General 1822–58
Home (Public Works) 1854 Public Works 1855–58	Public Works 1843–58	Public Works 1855–58
Home (Railway) 1850–55 Public Works (Railway) 1855–58	Financial (Railway) 1853–58	Territorial (Financial Railway) 1850–56 Public Works (Railway) 1856–58
Revenue 1789–1815 Territorial (Revenue) 1815–1830 Revenue 1830–43 Home (Revenue) 1843–58	Revenue 1789–1858	Revenue 1789–1822 Territorial (Revenue) 1822–58
Separate or Separate (Salt, Opium and Customs) 1795–1858 Home (Separate Revenue) 1843–58		

In general, enclosures are not bound up in the E/4 volumes of letters received. For the location of some of these documents *see* especially under F/4, also L/F/3 (for Financial enclosures), L/MIL/3 (for Military enclosures), L/PWD/3

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(for Public Works enclosures), etc. Copies of documents sent as enclosures to Letters from the Indian governments were also usually entered in the Consultations of the government concerned (ie. India, Bengal, Madras, Bombay etc.) in the appropriate department. They can therefore normally be traced through the annual indexes to the Consultations (*see* under P Proceedings, etc.).

Elsewhere amongst the surviving archives of the Company and the Board of Control there are a number of other series made up of copies of the Court's correspondence with the Indian administrations, usually arranged by department. The principal series are included in F/3, L/E/3, L/F/3, L/MAR/C, L/MIL/3, L/PWD/3, L/P&J/3, and L/P&S/4–6. Other broken or dispersed sections of the Company's Indian correspondence may be traced in the Home Miscellaneous Series (H).

For a modern and comprehensive index to the Court's Despatches included in E/4 *see* Z/E/4; for registers of draft despatches *see* Z/F/3. *See* also Foster's *Guide*, pp.12–13, 20–22.

Much of the 18th-century correspondence between the Bengal Government and the Court of Directors has been printed *in extenso* by the National Archives of India from its copies of this correspondence. *See: Fort William — India House Correspondence*, [1748–1800] (Indian Records Series) 21 vols (Delhi, 1955–81). *See* also Bibliography, p.299.

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F BOARD OF CONTROL GENERAL RECORDS, 1784 – 1858

2,889 volumes/files.

These records are 'general' in the same sense as the Company series included under E, ie. they relate to most departments with a few exceptions noted below. A large number of the Board's records, including its copies of Correspondence with India and some Home Correspondence, were arranged and separated by department from, or sometime after, 1803. Such series are not therefore included here but have been assigned to the appropriate IOR departmental groups. Thus for Indian correspondence the principal series are included in L/E/3, L/F/3, L/MIL/3, L/PWD/3, L/P&J/3, and L/P&S/4–6. For Home Correspondence the main series are in L/P&S/3 and 5. A brief general account of the Board of Control and its functions is given in Part One, pp.15–17, 46–53.

F/1 *Minutes, 1785 – 1858*

7 volumes.

Down to June 1816 these briefly cover the full range of business transacted at meetings of the Board; thereafter they only deal with establishment matters. For the Board's Secret Minutes, *see* L/P&S/2. *See* also Foster's *Guide*, pp.33–34.

F/2 *Home Correspondence, 1784 – 1858*

40 volumes.

There are two series: one known as 'Board's Letter Books' (1784–1858) which is general down to the 1830s but thereafter deals only with Public Department business; the other comprises original letters received and drafts of letters sent on miscellaneous subjects (1849–1858). For partial registers and indexes *see* under Z/F/2. *See* also Foster's *Guide*, p.35.

F/3 *Draft Despatches submitted by the Court, 1784 – 1834*

75 volumes.

Copies of draft Despatches to Bengal, Madras and Bombay in all departments, except the Secret, from 1784 to 1814; also a separate series of Commercial drafts (1822–34). For the Company's copies of draft despatches, *see* under E/4. *See* also Foster's *Guide*, p.22.

F/4 *Board Collections, 1796 – 1858*

2,736 volumes.

These consist mostly of copies of correspondence, minutes and

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resolutions cited in, or enclosed with, Letters from the Indian governments and certain other Company administrations overseas (Prince of Wales Island, St. Helena etc), all the material being arranged according to the numbers and dates of the Court's answering draft Despatches. The Collections relate to all the main departments or branches of the correspondence except the Secret, [1]viz.:

> Commercial, Ecclesiastical, Financial, Foreign, Judicial, Law, Legislative, Marine, Military, Political, Public, Public Works, Revenue, Separate Revenue, and Telegraph.

See Z/F/4 for registers. A new descriptive list of Collections is in progress. A more detailed explanation of how to approach the Board's Collections is available in a special IOLR leaflet guide. *See* also Foster's *Guide*, p.36.

F/5 *Compilations and Miscellaneous Records, 1786 – 1858*

23 files and 8 volumes.

These consist of financial memoranda, 'forms and precedents' volumes, patronage books, subscriptions to oaths and law notes.

[1]Except where Secret correspondence with India was subsequently declassified, ie. laid before the Court of Directors.

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G FACTORY RECORDS, *c* 1595 – 1858

1,555 volumes and 18 boxes.

These records relate to (a) factories and presidencies established in India during the 17th and 18th centuries, and (b) factories, presidencies and other agencies maintained outside the Sub-continent from the early 17th to the mid-19th century. Most of the material in both categories consists of Letters, Consultations and Diaries received from the areas concerned, copies of the Company's despatches and collections of papers on specific topics. The Factory Records as a whole in fact comprise a largely artificial grouping of documents of widely differing provenance brought together and arranged in the late 19th century because of their relevance to particular areas.

There appears to be considerable duplication between the material included in the 17th and early 18th century Factory Records and that contained in the 'Original Correspondence' series (*see* above under E/3). For Consultations and Letters originating in the Indian presidencies and subordinate factories after the closing dates of the various Factory Records series, *see* especially under P and E/4. For example, for regular series of Consultations/Proceedings and Correspondence relating to Bombay after 1710, when the Factory series in G/3 end, *see* under P (Bombay Proceedings) and E/3–4 (Correspondence with the East and with India). For the location of other records relating to the factories and agencies outside the Sub-continent *see* Appendix II, pp.282–291.

Some of the documents in the various Indian Factory Records series have been either calendared or printed *in extenso* in various publications. *See* especially W. Foster and C. Fawcett, *The English factories in India*, [1618–1684] 13 vols (Oxford, 1906–55), and the extensive publications issued by the Madras Record Office (*see* Bibliography, p.299).

G/1 *Anjengo, 1685 – 1804*

21 volumes.

See Foster's *Guide*, p.83.

G/2 *Balasore, 1679 – 87*

1 volume.

See Foster's *Guide*, p.38.

G/3 *Bombay, 1669 – 1710*

31 volumes.

See Foster's *Guide*, p.82.

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G/4 ***Borneo, 1705 – 1815 (with copies of earlier documents)***

1 volume.

See Foster's *Guide*, p.91.

G/5 ***Broach, 1775 – 81***

5 volumes.

See Foster's *Guide*, p.83.

G/6 ***Burdwan, 1774 – 79***

14 volumes.

See Foster's *Guide*, p.46.

G/7 ***Calcutta, 1690 – 1708***

11 volumes.

See Foster's *Guide*, p.39.

G/8 ***Cambay, 1804 – 7***

1 volume.

See Foster's *Guide*, p.83.

G/9 ***Cape of Good Hope, 1773 – 1836***

24 volumes.

See Foster's *Guide*, p.92.

G/10 ***Celebes, 1613 – 74***

1 volume.

See Foster's *Guide*, p.92.

G/11 ***Ceylon, 1762 – 1806***

57 volumes.

See Foster's *Guide*, pp.92–93.

G/12 ***China and Japan, 1596 – 1840***

312 volumes.

See also R/10 and Foster's *Guide*, pp.93–94.

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G/13 ***Conimere, 1682 – 85***

3 volumes.

See Foster's *Guide*, p.72.

G/14 ***Cuddalore and Porto Novo, 1681 – 87***

3 volumes.

See Foster's *Guide*, p.71.

G/15 ***Dacca, 1678 – 1779***

21 volumes.

See Foster's *Guide*, pp.39 and 46.

G/16 ***Dinajpur, 1774 – 78***

5 volumes.

See Foster's *Guide*, p.46.

G/17 ***Egypt and Red Sea, 1644 – 1858***

18 volumes.

See also R/19 and Foster's *Guide*, pp.95–96.

G/18 ***Fort St David, 1690 – 1759***

20 volumes.

See Foster's *Guide*, p.72.

G/19 ***Fort St George, 1655 – 1758***

50 volumes.

See Foster's *Guide*, p.71.

G/20 ***Hugli, 1663 – 87***

11 volumes.

See Foster's *Guide*, pp.38–39.

G/21 ***Java, 1595 – 1827***

80 volumes.

See Foster's *Guide*, pp.97–99.

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G/22 ***Karwar, 1666 – 1717***

1 volume.

See Foster's *Guide*, p.82.

G/23 ***Kasimbazar, 1676 – 1759***

13 volumes.

See Foster's *Guide*, p.39.

G/24 ***Madapollam, 1676 – 86***

3 volumes.

See Foster's *Guide*, p.71.

G/25 ***Maldah, 1680 – 93***

2 volumes.

See Foster's *Guide*, p.39.

G/26 ***Masulipatam, 1622 – 1700***

13 volumes.

See Foster's *Guide*, p.71.

G/27 ***Murshidabad, 1770 – 79***

17 volumes.

See Foster's *Guide*, pp.45, 59–60.

G/28 ***Patna, 1620 – 1782***

21 volumes.

See Foster's *Guide*, p.39.

G/29 ***Persia and Persian Gulf, c 1620 – 1822***

39 volumes.

For published details *see* the following:

Foster's *Guide*, pp.99–100

F.C. Danvers, *Report on the India Office Records relating to Persia and the Persian Gulf* (London, 1889)

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Penelope Tuson, *The records of the British Residency and Agencies in the Persian Gulf* (London, 1979).

G/30 *Petapoli, 1682 – 87*

3 volumes.

See Foster's *Guide*, p.71.

G/31 *Rajapur, 1659 – 1660*

1 volume.

See Foster's *Guide*, p.82.

G/32 *St Helena, 1676 – 1836*

168 volumes.

See Foster's *Guide*, pp.102–103.

G/33 *Siam, 1679 – 83*

1 volume.

See Foster's *Guide*, p.102.

G/34 *Straits Settlements, 1769 – 1830*

215 volumes.

See also R/9 and Foster's *Guide*, pp.103–104.

G/35 *Sumatra, 1615 – 1825*

164 volumes.

A selection of these documents has been published in:

J.S. Bastin, *The British in West Sumatra (1685–1825): a selection of documents mainly from the East India Company records preserved in the India Office Library etc.* (Kuala Lumpur, 1965).

See also Foster's *Guide*, pp.104–105.

G/36 *Surat, 1616 – 1804*

128 volumes.

See Foster's *Guide*, p.82.

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G/37 ***Tellicherri, 1716 – 93***

12 volumes.

See Foster's *Guide*, p.83.

G/38 ***Thana, 1775 – 99***

10 volumes.

See Foster's *Guide*, p.83.

G/39 ***Vizagapatam, 1684 – 95***

1 volume.

See Foster's *Guide*, p.72.

G/40 ***Miscellaneous, 1608 – 1834***

33 volumes.

A very varied collection of extracts and abstracts of correspondence, letter books, journals, etc. mostly dating from the 17th and 18th centuries. *See* also Foster's *Guide*, pp.39–40, 72, 83–84.

G ***Unclassified***

20 volumes and 18 boxes.

This material, which awaits sorting and listing, seems to duplicate documents in the various listed series of Factory Records, especially G/3, G/9, G/12, G/19, G/32, G/35 and G/36.

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H HOME MISCELLANEOUS SERIES, *c* 1600 – *c* 1900

839 volumes.

This collection began to be assembled in the late 19th century and came to be used by the India Office Record Department as a convenient repository for almost any type of document for which a suitable place could not be found elsewhere amongst the more regular archive series. The principal components are as follows:

(a) Miscellaneous Company records ranging in date from the early 17th to the mid-19th century. These include letters and other materials received from India, together with compilations, extracts, accounts and memoranda prepared in East India House, particularly in the Examiner's Office.

(b) A collection known as the 'East Indies Series' consisting largely of correspondence on Indian affairs supplied to the Office of the Secretary of State by the Company (1748–84) and inherited by the Board of Control.

(c) Miscellaneous records of the Board of Control (*c* 1770–1830), including materials received from India in original or copy or extract form (eg. Enclosures to Bengal Secret Letters, *c* 1800–30); Home Correspondence, notes and memoranda.

(d) Various collections of private papers, the most extensive being those of David Scott (1778–1805), the Marquess of Wellesley (1799–1805), Sir John Malcolm (1808–37), James Cumming (*c* 1808–27), and General John Jacob (1840–72). In addition there are collections of archival materials, mostly copies but some originals, formed by various officials, notably Sir John Kaye, Sir George Forrest, S.C. Hill and others.

The range of subjects covered in Home Miscellaneous is too wide to be fully summarized here. However, it may be said that the bulk of the material relates to the Company period and especially to trade; disputes involving Company servants; revenue, financial and judicial administration in India; and to military and diplomatic operations in the Sub-continent and outside (Nepal, Burma, Afghanistan etc). For a detailed analysis *see* S.C. Hill's *Catalogue*. It should be noted that since Hill's *Catalogue* was published in 1927, some 62 volumes of private papers were added to the Home Miscellaneous series. These have now been transferred to the European Manuscripts (ie. the Private Papers section) of the India Office Records. *See* also Foster's *Guide*, pp.29–32.

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I RECORDS RELATING TO OTHER EUROPEANS IN INDIA ETC., 1475 – 1824

214 volumes.

I/1 *The French in India, 1664 – 1820*

17 volumes.

This is an artificial collection, formed in the late 19th century of documents of varying provenance, Company and Board of Control, dealing with British relations with the French in India and the Indian Ocean. Some material on the Dutch and Danes is also included. *See* also Foster's *Guide*, p.96.

I/2 *The Dutch in India, 1596 – 1824*

32 volumes.

A similar collection to I/1 but dealing with relations with the Dutch in India, Malaysia and Indonesia. Some material on the Danes and French is also included. *See* also Foster's *Guide*, pp.96–97.

I/3 *Transcripts and Translations of Dutch and Portuguese Records, 1475 – 1806*

165 volumes.

These were obtained by F.C. Danvers (Registrar and Superintendent of Records at the India Office from 1884 to 1898) from the archives at the Hague, Lisbon and Evora etc, between 1891 and 1895. The Dutch collection (1600–1700) mainly comprises correspondence with Indonesia. The Portuguese material (1475–1800) relates principally to Portuguese possessions in India. For some published details *see* F.C. Danvers, *Report to the Secretary of State for India in Council on the Portuguese records relating to the East Indies contained in the Archives de Torre do Tombo, and the Public Libraries at Lisbon and Evora* (London, 1892). *See* also Foster's *Guide*, pp.100–101.

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J HAILEYBURY RECORDS, 1749 – 1857

127 volumes.

These records relate mainly to the recruitment of the Company's writers and civil servants, including their admission to, and training at, the East India College established at Hertford Castle in 1806 and transferred to Haileybury three years later. The materials originated at East India House or at the College itself. For further details *see* Anthony Farrington, *The records of the East India College Haileybury and other institutions* (London, 1976). *See* also Foster's *Guide*, pp.8 and 113.

J/1 *Petitions, Certificates etc, 1749 – 1857*

107 volumes.

This section mostly consists of the papers of applicants seeking employment in the Company's overseas civil service. The material is arranged in two series known as 'Writers' Petitions' (1749–1805) and 'Committee of College References and Papers' (1806–56). The latter also contains papers referred between 1806 and 1825 to the Committee of College, the committee responsible for the working of Haileybury College down to 1834. The remaining records are more closely connected with the College, viz nominations and certificates, examination results, leaving certificates etc.

J/2 *Committee of College Minutes, Reports and Papers, 1804 – 34*

12 volumes.

J/3 *Court of Directors Proceedings relating to Haileybury, 1804 – 21*

3 volumes.

J/4 *College Council Reports, 1809 – 48*

5 volumes.

Miscellaneous correspondence handled at Haileybury and evidently returned to the India Office after 1858.

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K RECORDS RELATING TO OTHER ESTABLISHMENTS, 1809 – 1925

66 volumes.

K1 ***Records relating to Addiscombe Military Seminary, 1809 – 61***

See under L/MIL/9.

K/2 ***Records of Pembroke House and Ealing Lunatic Asylums, 1830 – 92***

66 volumes.

These institutions were responsible for the care of civil and military employees of the Company and the Government of India who had been certified insane. The records include details of patients admitted and discharged, case histories, visitation reports, etc. For further details *see* Anthony Farrington, *The records of the East India College Haileybury and other institutions* (London, 1976). *See* also Foster's *Guide*, p.120.

K/3 ***Records relating to the Royal Engineering College at Cooper's Hill, 1855 – 1925***

See under L/PWD/8.

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L DEPARTMENTAL RECORDS

Brought together here are the archives of the main subject departments set up by the Board of Control and the East India Company and largely continued by the India Office in 1858, though subsequently reorganized and given new names and functions. Included also are the records of various completely new departments established by the India Office (*see* also Part One, pp.84–94).

With certain important exceptions, the archives of most of these departments tend to fall into a basic pattern including all or some of the following classes or types of record:

(1) *Committee records*. These are mainly made up of the minutes, reports and reference papers of various committees of the Court of Directors of the East India Company (*see* Part One, pp.26–29). Details will be found under L/F/1, L/MAR/C, L/MIL/1, L/P&J/1, L/P&S/1 etc. Also included are a few records of the later committees of the Council of India (eg. under L/MIL/1, L/P&S/1 etc). *See* also under C and D.

(2) *Home Correspondence*. This term generally covers the separate correspondence which each main department maintained with individuals or institutions etc. mostly within Britain (as distinct from their correspondence with India: *see* below). The principal series are entered under L/E/2, L/F/2, L/MAR/2, L/MIL/2, L/PWD/2, L/P&S/3, L/R/2. Some of these records originated with the Company or Board of Control departments but most of them are the products of the leading India Office departments between 1858 and *c* 1879. Thereafter, with a few exceptions or partial exceptions (eg. L/AG/30, L/F/2, L/P&S/3 etc), the separately bound Home Correspondence series were largely discontinued and replaced by the comprehensive Departmental Papers (*see* (4) below).

For Home Correspondence of a general character before the start of separate departmental series *see* especially under E/1–2, F/2 and H.

(3) *Correspondence with India*. The main departmental series of letters from and despatches to, Bengal, India, Madras and Bombay are included in L/E/3, L/F/3–4, L/MAR/C, L/MIL/3–4, L/PWD/3–4, L/P&J/3, L/P&S/5–8, L/R/3, L/S&G/3 etc.

Several specific features of this correspondence require further explanation here. Firstly, the majority of the pre-India Office series, particularly those starting around 1803, are "Board's copies" (ie. they belonged to the Board of Control), though some Company series arranged by department are included (eg. in L/F/3, L/MAR/C, L/MIL/3, L/P&S/5 etc). For the central series

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of Company correspondence with India in all departments (except the Secret) *see* under E/4. Secondly, the series called Collections to Despatches (referred to in L/E/3, L/F/3, L/PWD/3, L/P&J/3, and L/P&S/6) essentially consist of enclosures to letters from India and the presidencies bound up according to the numbers and years of the answering India Office despatches. This system, based on the earlier Board's Collection procedure (*see* under F/4), was followed in many departments of the India Office between 1858 and 1879. In most instances contemporary departmental registers of Indian correspondence for this period record the dates when letters from India were answered and thus make it possible to trace the enclosures to these letters in the appropriate Collections (*see* Z/L/E/3, Z/L/F/3, Z/L/PWD/3, Z/L/P&J/3, Z/L/P&S/6).

Lastly, it will be noticed from the inventories that many of the main series of letters to and from India continue until the 1930s and 1940s. In the case of most departments however, these copies are less useful than those included in the departmental Annual Files and Collections (*see* (4) below).

(4) *Departmental Papers: Annual Files and Collections.* Extensive references to these important records will be found throughout the following inventories (*see* especially under L/AG/29, L/E/6–10, L/F/6–7, L/I/1, L/MIL/6–7, L/PWD/6, L/P&J/6–10, L/P&S/10–13, and 15–16, L/R/6–8, L/S&G/6–10, L/WS, M/1, 3–6 etc). The origin of these departmental papers goes back to the 1880s and 1890s when the India Office began to adopt a more modern filing system for its records. According to this new system all letters received in a department — whether from India, Britain or elsewhere — were kept with their replies plus any related minuting or correspondence which in some cases might continue for several years. The resultant subject files, identified by means of a main register number and year of registration, were eventually bound up, or otherwise arranged, according to their numbers and years to form lengthy series, each concerned with the business of a single department. To provide quick access to these papers most big departments compiled annual indexes and registers, summary details of which are given here under Z (Registers and Indexes). In many cases these indexes and registers still provide the most comprehensive and detailed way of locating the individual documents included in the departmental papers, though they are to some extent being superseded by new descriptive lists of the main file series (eg. for L/I/1, L/P&S/10–13, L/WS etc).

With the advent of the new annual file series embracing all types of correspondence and minuting, the traditional practice of

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maintaining separately bound copies of Home Correspondence was largely abandoned. As regards the correspondence with India, whilst a number of separately bound series of letters and despatches continued to be kept, in some cases continuing to the 1940s, such copies are usually less useful, because less comprehensive, than the copies preserved in the form of annual files.

By the 1930s many of the India Office departments had also developed the file system to its logical conclusion in the form of Collections or Collection Files (not to be confused with the earlier Collections to Despatches, *see* above under Correspondence with India). The Collections consist of accumulations of papers on particular subjects often continuing for many years. They differ from the annual files (which however continued to be kept up) in being usually arranged and referenced not by means of a register number and year but according to a collection number representing the main subject, followed by a serial number representing an aspect of that subject. For most series of Collections there are fairly adequate finding aids either in the form of the original department registers — whose existence is noted in the following inventories (eg. under L/E/9) — or new descriptive lists.

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L/AG ACCOUNTANT GENERAL'S RECORDS, *c* 1601 – 1974

Approximately 8200 items, mostly volumes.

This group is archivally very complicated, including not only a vast accumulation of records originating in the Accountant General's department of East India House and the India Office, but also material from other outside bodies, notably the London offices of various Indian railway, irrigation and canal companies. The scheme of arrangement set out below, involving fifty-two separate classes of record, is only provisional and will be considerably altered later when more work has been done. It should also be stressed that the item numbers given are in many cases very approximate.

As regards the subjects covered in this group, a detailed description must also await fuller investigations. Meanwhile it may be said that the L/AG records are particularly valuable for the following matters:

The comprehensive and systematic recording of receipts and disbursements by the Company and the India Office.

The staff of the home establishment and their salaries.

The estates and wills of persons dying in India etc.

The leave and furlough pay and pensions of members of the Indian civil and military services.

See also Foster's *Guide*, pp.32–33 and 111.

L/AG/1 *Ledgers and Journals, 1657 – 1955*

373 items.

These include General, Cash, Private Trade, Bond, Stock, Remittance, Commerce, Territorial and Interest Ledgers and Journals.

L/AG/2 *Abstracts of Military Payments, 1873 – 1955*

49 items.

These are abstracts of payments made under various divisions of military expenditure.

L/AG/3 *Abstracts of Payments for Stores and Freight, 1914 – 33*

62 items.

See L/AG/41.

L/AG/4 *Abstracts of Miscellaneous Payments, 1860 – 1955*

85 items.

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L/AG/5 ***Abstracts of Registers of Cash Receipts, 1860 – 1955***

50 items.

Mostly abstracts of receipts at the Bank of England.

L/AG/6 ***Numbered Registers of Payments, 1927 – 66***

32 items.

These relate mainly to overseas leave pay and pensions; also home salaries and miscellaneous payments.

L/AG/7 ***Parliamentary Votes Accounts, 1934 – 50***

5 items.

These concern money provided by Parliament for the administration of the India Office and for certain other expenditure, formerly paid by the Government of India.

L/AG/8 ***Books of Account with the Government of Burma, 1937 – 59***

34 items.

These are the main books of account.

L/AG/9 ***Accounting Procedure and Control, 1708 – 1955***

186 items.

Records relating to the administration of the Department and to the initiating, checking and recording of payments by the Company and the India Office (principally for salary, pay and pensions). They include the earliest salary and pension books of the staff of East India House, starting respectively in 1760 and 1788.

L/AG/10 ***Accounts compiled for Parliament, the Treasury and the Board of Control, 1773 – 1896***

23 items.

L/AG/11 ***East India Home, Finance and Revenue Accounts presented to Parliament, 1788 – 1953***

95 items.

These are the printed volumes of final accounts, including both home accounts and those of the Indian and provincial governments. *See* also L/AG/39.

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L/AG/12 ***Annual Home Accounts and Estimates of the Secretary of State, 1870 – 1930***

8 items.

L/AG/13 ***Monthly Home Cash Accounts of the Secretary of State, 1864 – 66 and 1938 – 55***

18 items.

L/AG/14 ***Stocks, Bonds and Loans: Capital Investments, 1676 – 1943***

442 items.

These include the East India Company's stock ledgers (1676–1849) which record individual stockholder's purchase and sale of stock, and also records of the daily selling price of Company stocks and bonds between 1732 and 1838. Stock ledgers from March 1849 are held by the Bank of England.

L/AG/15 ***Bonds, Stocks and Loans: Dividend and Interest Statements, 1798 – 1950***

33 items.

L/AG/16 ***Bills of Exchange, 1799 – 1931***

4 volumes.

L/AG/17 ***Bullion Records, 1811 – 1932***

31 items.

These concern the import, export and purchase of bullion.

L/AG/18 ***Miscellaneous Home Accounts, 1669 – 1871***

36 items.

These include trade statistics and miscellaneous accounts drawn up in the General Books Division of the Accountant General's Department.

L/AG/19 ***Salaries and Wages of the Home Staff, 1803 – 1951***

80 items.

L/AG/20 ***Records of the Issue of Leave, Furlough and Duty Pay, Allotments, Allowances, Gratuities, etc, to Members of Civil and Military Services of India, Pakistan, Burma, etc, 1795 – 1963***

950 items.

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L/AG/21 ***Records of the Issue of Pensions and Annuities, 1803 – 1969***

1325 items.

These cover home, overseas and military service pensions, plus pensions drawn by dependents from the Family Pension Funds.

L/AG/22 ***Records of the Accounts and Estimates Section, other than the main books of account, and similar material of earlier date, c 1842 – 1956***

48 items.

L/AG/23 ***Records of the Administration of Service and Family Pension Funds, 1767 to date***

331 items.

The Family Pension Funds are currently administered by the Overseas Development Administration and the Crown Agents. Some of these records may be regarded as "to date" since Funds pensions will be drawn well into the next century. The Family Pension Funds are a useful source of biographical information since they generally give a subscriber's dates of birth, marriage and death, and similar data for wives and children. *See* also Ian A. Baxter, *India Office Library and Records, A Brief Guide to Biographical Sources* (London, 1979).

L/AG/24 ***Records of the Miscellaneous Accounts Section and similar material of earlier date, 1800 – 1964***

226 items.

Includes some of the records of the Miscellaneous Accounts Section, earlier called the Miscellaneous Claims Section.

L/AG/25 ***Income Tax Papers, 1806 – 1955***

14 items.

L/AG/26 ***Effective and Non-Effective Accounts with the United Kingdom Government, 1834 – 1942***

163 items.

These deal with the apportioning between United Kingdom and Indian revenues of the costs of British forces which served in/outside India and Indian forces serving outside India plus related payments and receipts. The Non-Effective account includes lists of pensions paid to officers and other ranks of the British Army who had served in India, and their widows and dependents in Britain and India.

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L/AG/27 ***Remittance Accounts with India, 1936 – 42***

24 items.

Covers transfers of funds and miscellaneous adjustments between the Secretary of State and the Government of India. For further details of the account from 1834 to 1952 *see* Remittance Ledgers and Ledger Abstracts in L/AG/1.

L/AG/28 ***Accounting Material connected with Burma (other than the Main Books of Account), 1937 – 69***

28 items.

These consist mostly of pay and pension accounts.

L/AG/29 ***Correspondence of the Department, 1807 – 1959***

438 items.

Includes personal files of India Office staff and files of the Indian Pensions Unit. *See* also L/AG/30 and L/S&G/9.

L/AG/30 ***Home Establishment Records, c 1800 – 1949***

171 items.

From *c* 1834 to 1921 the Accountant General acted as an Establishment Officer for the home staff. In 1921 a separate Establishment Officer was appointed (from 1924 he was attached to the new Services and General Department — *see* L/S&G/8), but the Accountant General's Department continued to perform some establishment duties (ie. home staff salaries). *See* also L/AG/29 above.

L/AG/31 ***Actuarial Materials, 1822 – 1931***

23 items.

L/AG/32 ***Powers of Attorney, Bonds of Indemnity and other Legal Instruments, 1698 – 1972***

302 items.

The Powers of Attorney, beginning in 1838, are a useful source of information for the home addresses of East India Company civil and military pensioners in Britain and Europe.

L/AG/33 ***Probates and Letters of Administration, 1788 – 1974***

12 items.

These concern the deceased estates of holders of stock and of persons

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receiving pay or pensions from the Company or the India Office.

L/AG/34 ***Records of the Official Agent to the Administrators General in India and of the Estates and Wills Branch, 1714 – 1950***

1462 items.

These include the Inventories and Accounts of 'Deceased Persons' Estates in Bengal, Madras and Bombay (1778–1937); and Wills, Probates, Administrations, etc, for Bengal, Madras, Bombay, Burma and certain other Company posts (1774–1943). *See* also Ian Baxter, *India Office Library and Records. A Brief Guide to Biographical Sources* (London, 1979).

L/AG/35 ***Records of the India Audit Office, 1815 – 1950***

(75 items).

Properly speaking, these are records of the Home Auditor (1815–1834), the Audit Branch (1834–58) and the Audit Office (1858–1950). They include the payment books of the Poplar pensions, 1821–52. (*See* also L/AG/21 and L/MAR/C).

L/AG/36 ***Records of Stores sent to India etc, 1829 – 89***

12 items.

See also L/AG/3 and 24.

L/AG/37 ***Records connected with Currency Reserves and Exchange Equalisation, in liaison with the Financial Department, 1898 – 1953***

22 items.

L/AG/38 ***References to the Legal Adviser, 1836 – 1909***

2 items.

Including references to the Solicitor to the Company and the India Office (1836–76). *See* also under L/L.

L/AG/39 ***Accounts and Estimates of Governments in India, etc, 1843 – 1948***

44 items.

L/AG/40 ***Accounts and Records of Refugee and Evacuee Camps in India, c 1941 – 1948 and Personal Files of Repatriates, c 1941 – 58***

36 items.

After these camps were wound up, the records were sent from India to

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the Commonwealth Relations Office. The personal files of repatriates concern the recovery from them of expenditure on their passages etc. They are an important source of information for the birth dates of refugees and evacuees.

L/AG/41 ***Accounts of the Office of the High Commissioner for India in London, c 1914 – 68***

278 items.

Most of this material was transferred to the India Office Records in 1963 and 1972. It includes Abstracts of Payments for Stores and Freight, 1914–33.

L/AG/42 ***Accounts and Estimates of the Government of Burma, 1937 – 52***

9 items.

L/AG/43 ***Accounts of, and correspondence with, the Board of Control, 1784 – 1858***

16 items.

L/AG/44 ***Accounts and related Records of the East India Company, 1815 – 1874***

30 items.

The legal existence of the East India Company continued after the Act of 1858 until 1874. These records relate mainly to its stock and dividends.

L/AG/45 ***Accounts and related Records of Dependent Institutions, 1830 – 1911***

13 items.

This material concerns the accounts of Haileybury, Addiscombe, Cooper's Hill and Warley Barracks. *See* also under K, L/MIL/9 and L/PWD/8.

L/AG/46 ***Records of the Indian Railway Companies' London Offices and of the Accountant General's Department relating to Indian Railways, 1845 – 1954***

649 items.

The records of the London offices were passed to the India Office when a company was acquired by the Government of India. They include records of appointment and service for employees of the privately run railways.

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L/AG/47 ***Records of Indian Irrigation, Canal and Water Transport Companies: London Offices, 1828 – 97***

133 items.

These were acquired in a similar way to materials in L/AG/46.

L/AG/48 ***Records relating to the Burma Ruby Mines Company, 1887 – 1932***

5 items.

The Company's accounts were passed to the Accountant General for audit.

L/AG/49 ***Copies of Reports and Despatches, 1834 – 1935***

69 items.

L/AG/50 ***Miscellaneous, 1721 – 1950***

27 items.

L/AG/51 ***Lists of Documents in the Custody of the Cashier, c 1834 – c 1910***

3 items.

Many of these documents are now included in A (Charters, Deeds, etc.).

L/AG/52 ***Lists and Indexes of the Records of the Department, 1884 – 1938***

6 items.

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L/E ECONOMIC DEPARTMENT RECORDS, 1786 – 1950

Approximately 4245 volumes/files and 960 boxes.

This complex group is made up of records of the principal departments of the Company, the Board and the India Office which were successively, or in some instances jointly, responsible for a wide range of revenue, economic, social and technical questions. In particular the group includes records of the following departments:

Revenue (Company) 1804–58 (REV)
Revenue (Board) 1807–58 (REV)
Revenue 1858–81 (REV)[1]
Geographical 1868–78 (G)
Statistics and Commerce 1874–81 (S&C)[2]
Revenue, Statistics and Commerce 1882–87 (R,S&C)
Revenue and Statistics 1887–1921 (R&S)
Commerce and Revenue 1921–24 (C&R)
Industries and Overseas 1921–24 (I&O)
Economic and Overseas 1924–46 (E&O)
Communications and Overseas 1946–47 (C&O)
Economic 1946–47 (E)

Amongst these departmental records only a very few items originated in the Company's Revenue Department (ie. in the Revenue branch of the Examiner's Office at East India House): *see* under L/E/3 below.

The following specific subjects are documented in the various departmental series contained in the L/E group for the periods noted:

L/E Records c 1800 – 81

Agriculture: REV (*c* 1800–81)
Archaeology: G (1871–78); S&C (1878–81)
Bengal Pilot Service: S&C (*c* 1877–81)
Botany: REV (*c* 1872–81)
Census: S&C (1874–81)
Commerce and trade: REV (*c* 1800–81); S&C (1874–81)

[1]The India Office Revenue Department was administratively linked with the Judicial and Public Department between 1872 and 1879, and with the Statistics and Commerce Department from 1879 onwards. However, the main Revenue Department records continued to be kept and bound separately until 1882 when they were combined with the Statistics and Commerce series. For the Judicial and Public Department records *see* under L/P&J; *see* also Part One, pp.87–88.
[2]Although the Statistics and Commerce Department was amalgamated with the Revenue Department in 1879, its main records were not fused with those of the combined Revenue, Statistics and Commerce Department until 1882. *See* above; also Part One, pp.87–88.

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Customs: REV (*c* 1800–81). *See* mostly Separate Revenue series
Education: REV (*c* 1800–30)
Excise: REV (*c* 1800–81). *See* mostly Separate Revenue series
Exhibitions and fairs: S&C (1874–81)
Exploration: G (1868–78)
Famine: REV (*c* 1868–81)
Fisheries: REV (*c* 1871–81)
Forestry: REV (*c* 1800–61, 1863–81). *See* especially Forests series
Geology: G (1868–78); S&C (1878–81)
Industry: S&C (1874–81)
Inventions and designs: S&C (1874–81)
Land Revenue: REV (*c* 1800–81)
Maps: G (1868–78); S&C (1878–81)
Marine surveys: G (1871–78); S&C (1878–81)
Merchant shipping: S&C (1874–81)
Meteorology: G (1871–78); S&C (1878–81)
Moral and Material Progress reports: S&C (1874–81)
Municipalities: S&C (1874–81)
Museums: S&C (1874–81)
Oil: S&C (1874–81)
Opium: REV (*c* 1800–81). *See* mostly Separate Revenue series
Pilgrims, Muslim: S&C (1874–81)
Ports, lighting etc: S&C (1874–81)
Post Office: REV (1867–79). *See* mostly Separate Revenue series
Public health and sanitation: S&C (1874–81)
Public Works: REV (*c* 1800–58)
Records: S&C (1874–81)
Revenue: *See* Land Revenue
Salt: REV (*c* 1800–81). *See* mostly Separate Revenue series
Science: S&C (1874–81)
Separate Revenue: REV (*c* 1800–81). *See* mostly Separate Revenue series
Statistics: S&C (1874–81)
Trigonometrical and Topographical Surveys: G (1868–78); S&C (1878–81)
Weights and measures: S&C (1874–81)
Zoology: S&C (1874–81)

L/E Records 1882 – 1947

Agricultural Service: R,S&C (1882–87); R&S (1887–1921); C&R (1921–24)
Agriculture: R,S&C (1882–87); R&S (1887–1921); C&R (1921–24); E&O (1924–46); C&O (1946–47)
Aliens: I&O (1921–24); E&O (1924–27)
Archaeology: R,S&C (1882–87); R&S (1887–1921); C&R (1921–24)
Aviation, civil: E&O (1926–46); C&O (1946–47)

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Basle Trading Company: I&O (1921–24); E&O (1924–46); C&O (1946–47)
Bengal Pilot Service: R,S&C (1882–87); R&S (1887–1921); C&R (1921–24)
Botany and Botanical Survey: *See* Agricultural Service and Agriculture
Census: R,S&C (1882–87); R&S (1887–1921); C&R (1921–24); E&O (1924–46); C&O (1946–47)
Cereals: E (1946–47). For earlier material *see* Agriculture
Commerce and trade: R,S&C (1882–87); R&S (1887–1921); C&R (1921–24), E&O (1924–46); E (1946–47)
Commonwealth (including Imperial Conferences): I&O (1921–24); E&O (1924–34)
Cooperative Societies: R,S&C (1882–87); R&S (1887–1921); C&R (1921–24); E&O (1924–46); C&O (1946–47)
Cotton: E (1946–47). For earlier material *see* Agriculture
Customs: R,S&C (1882–87); R&S (1887–1921); C&R (1921–24); E&O (1924–46); E (1946–47)
Customs Service: R&S (1905–21); C&R (1921–24)
Emigration and Indians overseas: I&O (1921–24); E&O (1924–34)
European Gardeners' Service: R,S&C (1882–87); R&S (1887–1921); C&R (1921–24)
Excise and salt: R,S&C (1882–87); R&S (1887–1921); C&R (1921–24); E&O (1924–46); C&O (1946–47)
Exhibitions and fairs: R,S&C (1882–87); R&S (1887–1921); I&O (1921–24); E&O (1924–46); C&O (1946–47)
Famine: R,S&C (1882–87); R&S (1887–1921); C&R (1921–24); E&O (1924–46); C&O (1946–47)
Fisheries: R,S&C (1882–87); R&S (1887–1921); C&R (1921–24); E&O (1924–46); C&O (1946–47)
Floods: R,S&C (1882–87); R&S (1887–1921); C&R (1921–24); E&O (1924–46); C&O (1946–47)
Forest Service: R,S&C (1882–87); R&S (1887–1921); C&R (1921–24)
Forestry: R,S&C (1882–87); R&S (1887–1921); C&R (1921–24); E&O (1924–46); C&O (1946–47)
Geology and Geological Survey (including service questions to 1924): R,S&C (1882–87); R&S (1887–1921); I&O (1921–24); E&O (1924–46); C&O (1946–47)
High Commissions, British: C&O (1946–47)
India Office Library and Records: R,S&C (1882–84)
Indo-European Telegraph Department: E&O (1926 – *c* 1939)
Industry: R,S&C (1882–87); R&S (1887–1921) I&O (1921–24); E&O (1921–46); E (1946–47)
Insurance: R&S (1887–1921); C&R (1921–24); E&O (1924–46); E (1946–47)
Inventions, designs and patents: R,S&C (1882–87); R&S (1887–1921); C&R (1921); E&O (1926–46); E (1946–47)

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Irrigation: E&O (1926–46); C&O (1946–47)
Labour: R,S&C (1882–87); R&S (1887–1921); I&O (1921–24); E&O (1924–46); C&O (1946–47)
Land Revenue: R,S&C (1882–87); R&S (1887–1921); C&R (1921–24); E&O (1924–46); C&O (1946–47)
League of Nations: I&O (1921–24); E&O (1924–46)
Local Self-Government (including Municipalities): R,S&C (1882–87); R&S (1887–1921); C&R (1921–24)
Marine surveys: R,S&C (1882–83)
Merchant Shipping: R,S&C (1882–87); R&S (1887–1921) ; C&R (1921–24); E&O (1924–46); C&O (1946–47)
Meteorology (including service questions to 1924): R,S&C (1882–87); R&S (1887–1921); C&R (1921–24); E&O (1924–46); C&O (1946–47)
Mines and Minerals (including service questions to 1924): R,S&C (1882–87); R&S (1887–1921); I&O (1921–24) E&O (1924–46); E (1946–47)
Moral and Material Progress reports: R,S&C (1882–87); R&S (1887–1921); C&R (1921–24); E&O (1924)
Nationality: I&O (1921–24); E&O (1924–34)
Nurses, civil: R,S&C (1882–87); R&S (1887–1921); C&R (1921–24); E&O (1924–46); C&O (1946–47)
Oil: R,S&C (1882–97); R&S (1887–1921); I&O (1921–24); E&O (1924–46); C&O (1946–47)
Opium and drugs: R,S&C (1882–87); R&S (1887–1921); I&O (1921–24); E&O (1924–46); C&O (1946–47)
Passports: I&O (1921–24); E&O (1924–27)
Pilgrims, Muslim: R,S&C (1882–87); R&S (1887–1921); C&R (1921–24); E&O (1924–34)
Ports, harbours and lighthouses: R,S&C (1882–87) R&S (1887–1921); E&O (1926–46); C&O (1946–47)
Posts and telegraphs: E&O (1926–46); C&O (1946–47)
Public buildings: E&O (1926–46); C&O (1946–47)
Public health and sanitation: R,S&C (1882–87); R&S (1887–1921); C&R (1921–24); E&O (1924–46); C&O (1946–47)
Revenue: *See* Land Revenue
Roads: *See* Public buildings
Sanitation: *See* Public health and sanitation
Scientific research: R,S&C (1882–87); R&S (1887–1921); C&R (1921–24); E&O (1924–46); C&O (1946–47)
Sugar: E (1946–47). For earlier material *see* Agriculture
Survey of India: (including service questions to 1924) R,S&C (1882–87); R&S (1887–1921); C&R (1921–24); E&O (1924–46)
Territorial waters: R,S&C (1882–87); R&S (1887–1921); I&O (1921–24); E&O (1924–34)
United Nations: C&O (1946–47)

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Veterinary and livestock questions: R,S&C (1882–87); R&S (1887–1921); C&R (1921–24); E&O (1924–46); C&O (1946–47)
Wireless Telegraphy: E&O (1924–46); C&O (1946–47)
Zoology (including service questions): R,S&C (1882–87); R&S (1887–21); C&R (1921–24)

L/E/1 ***Committee Records***

For Revenue, Judicial and Legislative Committee records (1826–60) *see* L/P&J/1.

L/E/2 ***Home Correspondence, 1858 – 79***

109 volumes.

Consists of a number of separate series, viz Revenue, Revenue (Forests), Separate Revenue, Sanitary, Geographical and Statistics and Commerce. For registers and indexes *see* Z/E/2. For earlier series *see* Revenue, Judicial and Legislative Committee References and Papers under L/P&J/1; also correspondence between the Company and the Board under E/2. For later file copies *see* L/E/6–10.

L/E/3 ***Correspondence with India, 1792 – 1938***

881 volumes.

The following separate series of Letters from India are included:

Revenue, Separate Revenue, Statistics and Commerce, Revenue (Forests), Geographical, Medical, Commerce and Industry, Commerce and Revenue, and Industries and Labour.

In most cases there are similar series of Letters from Madras and Bombay. Despatches to India and the Presidencies are arranged in the following series:

Revenue, Separate Revenue, Revenue (Forests), Geographical, Sanitary, Statistics and Commerce, Revenue and Statistics, Industries and Overseas, Commerce and Revenue, and Economic and Overseas.

There are also the usual series of Collections to Despatches for the Revenue, Separate Revenue and Revenue (Forests) departments for the period 1858–79.

It should be noted that most of the correspondence series running down to 1858 belonged to the Board of Control and that there are only a few volumes originating in the Examiner's Office of the Company. *See* also Foster's *Guide*, pp.16–17, and 25.

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For registers and indexes *see* Z/L/E/3. *See* also E/4 for earlier correspondence with India about revenue and related matters, and L/E/6–10 for the later file copies of the correspondence (from 1880 onwards).

L/E/4 ***'Put By', No Reply, and Transfer Papers, 1874 – 81***

2 volumes.

L/E/5 ***Compilations and Miscellaneous Records, 1786 – 1870***

88 volumes/files.

These include the Madras Board of Revenue Reports (1786–1830) and one volume of Cinchona Papers (1859–70). *See* also Foster's *Guide*, p.77.

L/E/6 ***Departmental Papers: Annual Files, 1880 – 81***

74 volumes.

These are the Annual Files of the Revenue, and Statistics and Commerce departments. For registers and indexes *see* Z/L/E/6.

L/E/7 ***Departmental Papers: Annual Files, 1882 – 1929***

1,567 volumes.

These comprise the Annual Files of the following departments:

Revenue, Statistics and Commerce (1882–87)
Revenue and Statistics (1887–1921)
Commerce and Revenue (1921–24)
Industries and Overseas (1921–24)
Economic and Overseas (1924–29)

For registers and indexes *see* Z/L/E/7.

L/E/8 ***Departmental Papers: Annual Files, 1930 – 50***

Approximately 960 boxes*

The Annual Files of the following departments are included:

Economic and Overseas (1930–46)
Communications and Overseas (1946–47)
Economic (1946–48)

For registers and indexes *see* Z/L/E/8.

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L/E/9 ***Departmental Papers: Collections, 1894 – 1950***

Approximately 1500 files*

These Collections belonged to the Economic and Overseas Department but include some earlier and later papers. For an index and register *see* Z/L/E/9.

L/E/10 ***Departmental Papers: Annual Files, 1916 – 19***

24 volumes.

These are Annual Files of the Revenue and Statistics (War Trade) Department. For registers and indexes *see* Z/L/E/10.

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L/F FINANCIAL DEPARTMENT RECORDS, *c* 1800 – 1948

Approximately 6538 volumes/files plus 225 boxes.

These comprise the records of the main departments and committees of the home government which were primarily concerned with financial subjects, other than the Accountant General's Department (*see* L/AG).

Before the establishment of the India Office in 1858 the records are very mixed in origin including copies of financial correspondence with India kept in several offices, notably the Accounts (or Finance) Department of the Board of Control (1807–58), as well as in the departments of the Auditor, Financial Secretary and Secretary at East India House. The records of the Finance and Home Committee of the Court of Directors also form part of the pre-1858 accumulations. From 1858 onwards the L/F archives are more uniform, being mostly made up of the records of the India Office Financial Department continuing down to 1947 and including (from 1921) the files of the two branches established within it — Finance and Currency, and Treasury Control — as well as the deposited papers of several committees of enquiry. The principal subjects represented in L/F are summarized below.

L/F Records c 1800 – 1921

Accounts
Adjustment of financial claims between India and home government
Audit
Banks
Bills of exchange
Bullion
Commissions and committees of enquiry on financial matters (*See* especially L/F/9)
Contracts and agreements (*See* especially L/F/8)
Currency and exchange
Debts and loans
Eastern Mail Service (to 1914)
Estimates
Financial powers of Government of India and provincial governments
Government officials: pay, allowances, leave, pensions, gratuities and general establishment questions
Government of India Finance Department and related departments
Haileybury College (1834–57. *See* L/F/1–2)
Home establishment (ie. East India House and India Office)
Income tax (from *c.* 1860)
India Office Library
Lawsuits (1834–58. *See* L/F/1–2)
Marine questions (1837–58. *See* L/F/1–2)

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Mints, coinage and currency notes
Postal matters (*c.* 1879–1914)
Provident funds
Public expenditure, civil and military
Railway, irrigation and public works finance

L/F Records 1921 – 47

During this period the Finance and Currency and Treasury Control branches handled the following main subjects:

Finance and Currency

Banking
Bullion
Central and provincial finance
Currency and exchange questions
Eastern Mail Service (from 1926)
Financial statistics
Gold Standard Reserve
Indian budget
Loans and debts
Mints and coinage
Paper Currency Reserve
Principles of Audit
Railway, irrigation and public works finance
Railways (from 1926 but excluding service questions)
Remittance questions
Taxation (including Income Tax)
Ways and means

Treasury Control

Contract grants
Currency notes design
Disputes between Indian and Home governments regarding incidence of expenditure
Financial examination of proposals relating to pay, leave, pensions, establishments and expenditure generally
Fundamental Rules (civil pay, leave, allowances, pensions etc)
Provident Fund Rules
Government of India Finance Department
Post Office Savings Bank
Reparations

L/F/1 *Committee Records, 1834 – 62*

116 volumes.

These consist of the Minutes and Reports of the Finance and Home Committee. For indexes *see* Z/L/F/1. *See* also Foster's *Guide*, pp.6–7.

L/F/2 *Home Correspondence, 1834 – 1903*

648 volumes.

The main series are composed of the original correspondence (letters

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received and sent) of East India House and the India Office on financial etc. subjects. There is also a short series of Financial Out-Letters. *See* under L/F/6–7 for later file copies. For registers and indexes *see* Z/L/F/2. *See* also Foster's *Guide*, p.9.

L/F/3 ***Correspondence with India, 1807 – 1937***

1,201 volumes.

Regular series of Financial Letters received, Despatches, and Collections to Despatches arranged in the normal pattern.

Most of the series running down to 1858 belonged to the Board of Control but certain volumes originated with the Company. *See* also Foster's *Guide*, pp.18 and 26. For registers and indexes *see* Z/L/F/3. *See* also E/4 for earlier correspondence with India on financial matters, and L/F/6–7 for the later file copies of the correspondence (from 1883 onwards).

L/F/4 ***'Put By', 'No Reply', and Transfer Papers, 1856 – 82***

21 volumes.

L/F/5 ***Compilations and Miscellaneous Records, c 1800 – 1947***

196 volumes and 4 boxes.

Includes a great variety of material — reports, statistics, memoranda, copies of acts and orders, bills of exchange, agreements, copies of correspondence, etc. relating to currency, mints, banking, budgets, taxation, auditing, railways, postal services, etc.

L/F/6 ***Departmental Papers: Annual Files, 1883 – 1948***

Approximately 1207 volumes and 200 boxes★.

These are the Annual Files of the Financial Department, including both the Finance and Currency and Treasury Control branches.

L/F/7 ***Departmental Papers: Collections, c 1890 – 1947***

2,875 volumes/files.

These comprise the Collections of the Financial Department, including those of the Finance and Currency and Treasury Control branches. For registers and indexes *see* Z/L/F/7.

L/F/8 ***Contracts, Agreements, etc, 1855 – 1946***

20 boxes.

These are mostly between the East India Company or Secretary of State

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on the one side and railway companies or employees of the Railway, Telegraph and Public Works departments on the other. For indexes *see* Z/L/F/8. *See* also under L/L.

L/F/9 *Records of Commissions and Committees of Enquiry, 1879 – 1936*

22 volumes and 1 box.

These consist of the reports, proceedings, minutes of evidence, etc, of various committees and international conferences concerned with financial questions. *See* also under L/PARL/2, Q, V/4 and V/26.

L/F/10 *Records of Service, 1702 – 1928*

252 volumes.

Includes lists, mostly annual, of civil and uncovenanted servants, and statements of civil establishment for the Government of India and the provincial governments; also some lists of employees of the India Forest, Public Works and Post Office departments and the Burma Railway Company. *See* also under O/6 and V/12–13, and Foster's *Guide*, pp.114–115.

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L/I INFORMATION DEPARTMENT RECORDS, 1921 – 49

1,712 volumes/files.

A publicity or information officer to handle India Office relations with the press was first appointed in 1921. Thereafter the general importance of this official and his assistants tended to increase until in 1941 the branch was formally designated as the Information Department under the charge of the Adviser on Publicity Questions. The records briefly described below reflect the general role of the department in communicating official policy to the press, advising on broadcasting and films about India, and liaising with the Ministry of Information (later the Central Office of Information) and the Governments of India and Burma about publicity and propaganda, etc.

The Information Department Records were transferred to the custody of the India Office Records from the Commonwealth Relations Office in 1963.

L/I/1 *Departmental Papers, 1929 – 49*

1,557 files.

Apart from a small collection of papers on constitutional and political questions, the bulk of this material consists of two lengthy series of files — Subject and Personal. For registers and indexes *see* Z/L/I/1.

L/I/2 *Newspaper Cuttings, 1921 – 46*

148 volumes.

The main series running from 1921 to 1939 comprises cuttings about India from British newspapers. There is also a separate collection of cuttings from Indian newspapers relating to the Cabinet Mission, 1946.

L/I/3 *Daily News Schedules, 1932 – 38*

7 volumes.

These contain brief summaries of news items about India in leading British newspapers.

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L/L LEGAL ADVISER'S RECORDS, *c* 1550 – *c* 1950

Approximately 1,095 boxes and volumes.

The East India Company regularly retained the services of a solicitor in private practice from 1607, and of a standing counsel from 1684 onwards. Both these posts were continued until 1877 when a Legal Adviser, combining both functions, was added to the India Office establishment. The accumulation of the records left by these officials was transferred to the custody of the India Office Records in 1962–63. So far materials of the following main types, or associated with the following legal activities, have been identified:

(a) References to the Legal Adviser with replies, 1874–1947

(b) Copies of minutes and despatches, 1877–1943

(c) Parliamentary committee papers and drafts of bills, 1832–1935

(d) Cases referred to counsel with opinions: extracts and original papers, 1704–1947

(e) Papers relating to cases out of court, 1827–1928

(f) Papers relating to cases in various courts, including arbitration cases, 1846–1933, Privy Council appeals, 1823–1947, cases held in other British courts, 1776–1947, and in Indian courts, 1844–1932

(g) Real property: deeds and associated material, including plans and correspondence, for properties mainly in the City of London, but also South-East England, the Indian sub-continent and Perim Island, 1552/3–1923. *See* also under A (Charters and Deeds)

(h) Papers concerning financial business, mainly with banks, 1859–1905

(i) Records relating to companies, mostly their incorporation, liquidation and taxation, 1853–1938

(j) Contracts for general works, equipment and railways; also service contracts, 1815–1946

(k) Royal warrants, copies and drafts, appointing Governors-General, members of Council and military commanders, 1830–1943

(l) Personal property: assignments of copyright and licences to the Secretary of State in Council to use patented devices and processes, 1890–1910

(m) Personal finance, mainly pension matters and bonds for loan repayments, 1850–1926

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(n) Testamentary papers, 1851–1920

(o) Legal Adviser's office administration: accounts, vouchers, circulars etc, 1877–1930

(p) Legal Adviser's library

For other legal documents *see* A. For related records *see* also under B, H, L/F/1 etc.

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L/MAR MARINE DEPARTMENT RECORDS, 1600 – *c* 1879

Approximately 10,571 volumes.

Most of this group of records relating to marine subjects belonged either to the East India Company or the India Office and more particularly to the following bodies:

The Court of Directors' Committee of Shipping, and the office of its clerk (*c* 1709–1834)

The Court's Finance and Home Committee (1837–58) *Note:* Between 1834 and 1837 marine matters were supervised by the Revenue, Judicial and Legislative Committee (*see* L/P&J/1)

The Marine Branch of the Secretary's Office at East India House (1837–58)

The Marine Department of the India Office (1858–67)

The records cover most aspects of the organisation and operations of the Company's maritime service, the Bombay Marine, the Indian Navy and the Bengal Pilot Service. In 1867 the India Office Marine Department was abolished and its main work transferred to the Military Department (*see* L/MIL), apart from certain personnel and pension questions which were taken over by the Financial Department (*see* L/F).

L/MAR/A *Ships' Journals, 1605 – 1705*

171 volumes.

These are the earliest journals of ships owned or freighted by the Company for voyages within the limits of its charter. Some ledgers and receipt books recording payment of wages to crew are also available. The Ships' Journals are currently being recatalogued. *See* also Foster's *Guide*, pp.106–107.

L/MAR/B *Ships' Logs, 1702 – 1856*

Approximately 9,500 volumes.

These are the official log books kept by the commanders of ships employed in the Company's service. Ledgers and receipt books are usually available. The collection is being recatalogued.

L/MAR/C *Marine Miscellaneous Records, 1600 – 1879*

Approximately 900 volumes.

This very varied accumulation was brought together and roughly listed

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in the late 19th century (*see* Foster's *Guide*, pp.107–109). It is now being rearranged and relisted. The following are some of the main constituents:

(a) Miscellaneous records mostly connected with the voyages of Company ships during the 17th and early 18th centuries. They include letter-books, accounts, copies of wills and inventories, lists of missing seamen, bills of lading, commissions etc.

(b) Committee etc. records. These represent a somewhat broken record of the minutes etc. of the principal committees of the Company concerned with marine matters, notably the Committee of Shipping (1685–86, 1703–04, 1713–1834) and the Finance and Home Committee, Marine Branch (1837–58). Copies of the main 'marine' minutes of the Court of Directors and the Council of India are also included. *See* also under L/F/1.

(c) Home Correspondence. There are separate series of Marine letters received and sent for the years 1837–67.

(d) Correspondence with India. Several fairly full series of Marine Letters received and Despatches sent covering the period *c* 1769–1867.

(e) Records of shipping (*c* 1750–1867), including lists of ships appointed for the Company's trade and other shipping lists (eg. Hardy's List, Jerusalem Lists, Lloyds Lists); terms for building, freighting and hiring ships; licences for ships to trade to India; returns of ships arriving at, or leaving, Indian ports; reports of ships unloading at East India Docks, etc.

(f) Records of personnel employed in the Company's maritime service, the Bombay Marine, the Indian Navy, the Bengal Pilot Service, etc. (*c* 1737–*c* 1879). Amongst these are lists and other material about commanders and mates, officers, midshipmen, volunteer cadets, ordinary seamen, engineers, boiler-makers, and pensioners, etc.

(g) Papers relating to steam navigation, *c* 1820–60

(h) Records concerning troop transport, *c* 1857–70

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L/MED MEDICAL BOARD RECORDS, *c* 1920 – 60

173 boxes.

The India Office Medical Board was concerned with the medical examination of staff appointed to the various Indian services. Its records await detailed investigation and listing.

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L/MIL MILITARY DEPARTMENT RECORDS, 1708 – 1957

Approximately 44968 volumes and 1935 boxes.

Although more homogeneous than some other India Office departmental accumulations, the Military Department records also originated in the activities of a number of different offices and committees, viz:

The Military Department at East India House (1809–58)

Several Court of Directors Committees concerned with military matters, eg. the Military Seminary Committee (1809–34), the Political and Military Committee (1834–58) etc.

The Military Department of the Board of Control (1807–58)

The India Office Military Department (1858–1947)

Addiscombe Military Seminary (1809–61), responsible for the general and technical education of the Company's officer cadets.

The L/MIL records reflect the whole spectrum of military policy and administration, including the organization, operations and equipment of the army, navy and air force in India and related territories. They also document, often in considerable detail, the careers — appointments, pay, leave, promotion and pensions — of individual officers and soldiers in the Indian Army, the Indian Medical Service and the Royal Indian Navy and its predecessors (from 1867). Less extensive information is available for the members of British army units serving in India. For a comprehensive listing and description of all the Military records *see* Anthony Farrington, *Guide to the records of the India Office Military Department* (London, 1982).

See also the closely connected India Office War Staff Papers (1921–51) under L/WS.

L/MIL/1 *Committee Records, 1809 – 1937*

91 volumes.

These mostly comprise minutes, reports and correspondence of the Company's Committee of Correspondence, Political and Military Committee and Military Seminary Committee. Some later records of the Council of India's Military Committee are also included. For lists and indexes *see* Z/L/MIL/1. *See* also Foster's *Guide*, p.7.

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L/MIL/2 ***Home Correspondence, 1830 – 81***

2,069 volumes.

These are records of the Company and the India Office. Letters received and sent are arranged as separate series; the latter include regular series of letters to the Horse Guards, the War Office and the Admiralty. For later file copies *see* under L/MIL/6–7. *See* also Foster's *Guide*, pp.9–10.

L/MIL/3 ***Correspondence with India, 1803 – 1937***

2,547 volumes.

In addition to the main series of Military Letters received and Despatches sent, Marine Letters received are included from 1867. There are also separate series of Secret Military Letters (1906–35) and Despatches (1904–30) and Secret and Confidential Military Telegrams received (1914–35) and sent (1914–37).

The pre-India Office series originated in the archives of both the Company and the Board of Control (*see* Foster's *Guide*, pp.17–18, 25–26).

For registers and indexes *see* Z/L/MIL/3. For earlier correspondence on military matters *see* under E/4; and for later file copies *see* L/MIL/6–7.

L/MIL/4 ***'Put By', 'No Reply' and Transfer Papers, 1858 – 1957***

79 volumes.

L/MIL/5 ***Compilations and Miscellaneous Records, 1754 – 1944***

1,071 volumes.

These include the following series:

(a) Military Department Minute Papers, 1860–81

(b) Medal Rolls, 1799–1911

(c) Prize and Batta Rolls, 1793–*c* 1886

(d) Miscellaneous Memoranda, 1819–74

(e) Soldiers' References, 1860–73. These deal with claims and applications by NCOs and Other Ranks.

(f) Special Collections, *c* 1748–1860. Mostly correspondence, memorials etc. relating to officers' claims as well as general military administration.

(g) Military Miscellaneous, *c* 1754–1944. A very extensive series of correspondence, reports and memoranda on military subjects

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begun in the late 19th century. The material is too varied to be fully covered here but includes extensive collections of papers on major campaigns and expeditions such as Abyssinia (1867–68), Kabul (1878–81), Somaliland (1902–04), Mesopotamia (1914–22); also substantial series of Court of Directors' Stud Committee Papers (1801–57), Board of Control Military Papers (1842–58), League of Nations' Disarmament Conference Papers (1925–37), Reports of the Censor of Indian Mails in France (1914–18) and War Diaries for the Burma rebellion (1930–32), etc.

For some registers and indexes, *see* Z/L/MIL/5.

L/MIL/6 ***Departmental Papers, 1882 – 1948***

5,221 volumes/files.

These comprise the series called Military Correspondence which differs from the series of annual files started by other India Office departments during the 1880s in that it does not always contain complete copies of correspondence with India (*see* L/MIL/3). For registers and indexes *see* Z/L/MIL/6.

L/MIL/7 ***Departmental Papers: Military Collections, c 1850 – 1950***

19,656 files.

A particularly vast, valuable and accessible assembly of documents on all aspects of military policy and administration.

For registers and indexes *see* Z/L/MIL/7.

L/MIL/8 ***Military Statements, 1785 – 1859***

216 volumes.

Mostly annual statements of establishment for each Presidency. *See* Foster's *Guide*, pp.118–119.

L/MIL/9 ***Records relating to Entry into the Service, 1753 – 1940***

629 volumes/files.

These fall into six main categories:

(a) Recruitment of Private Soldiers (1753–1861). These include District or Depot registers of recruits, discharge and court martial records, embarkation lists, etc.

(b) Entry of Officer Cadets (1775–1940). These include Cadet Papers, Papers about Sandhurst, Wellington and Quetta Cadets, and other lists of cadets and assistant surgeons.

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(c) Addiscombe Military Seminary Records (1809–62). These mostly comprise lists and reports on the Seminary cadets.

(d) Assistant-Surgeons, Surgeons and the Indian Medical Service (1787–1920). These include lists of, and/or papers about, selected applicants and candidates including Veterinary Surgeons and members of the Indian Nursing Service.

(e) Appointment of Temporary Officers (*c* 1917–21). These refer to officers seeking transfer from the British Army.

(f) Civilian Artificers' Appointments (1921).

For indexes *see* Z/L/MIL/9. *See* also Foster's *Guide*, pp.115–116 and 120.

L/MIL/10 ***Bengal Army Records, 1716 – 1907***

326 volumes/files.

Lists, Service Statements and Casualty Returns for officers; Muster and Nominal Rolls, and Casualty Returns for NCOs and soldiers. Separate index volumes are included. *See* also Foster's *Guide*, pp.117–119.

L/MIL/11 ***Madras Army Records, 1759 – 1907***

282 volumes/files.

Similar material to L/MIL/10. Separate index volumes are included. *See* also Foster's *Guide*, pp.117–119.

L/MIL/12 ***Bombay Army Records, 1708 – 1914***

289 volumes.

Similar material to L/MIL/10 and 11. Separate index volumes are included. *See* also Foster's *Guide*, pp.118–119.

L/MIL/13 ***St Helena Records, 1789 – 1859***

15 volumes.

Muster Rolls, Casualty Returns and Lists of Pensioners. *See* also Foster's *Guide*, p.103.

L/MIL/14 ***Indian Army Records, 1866 – 1948***

409 volumes/files and 1,935 boxes.

Mostly Statements, Lists of Promotions, Casualty Returns, Records of Service for officers, NCOs and Other Ranks. Also includes Annual Caste Returns for Native Army. For indexes *see* Z/L/MIL/14.

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L/MIL/15 ***British Army Records, 1806 – 1930***

48 volumes/files.

Miscellaneous and fragmentary collection of lists and returns for British Army officers, NCOs and Other Ranks.

L/MIL/16 ***Royal Indian Marine and Royal Indian Navy Records, c 1840 – 1947***

Approximately 2,000 files.

Mostly comprise records of service and registers of serving officers of the Royal Indian Marine and the Royal Indian Navy.

L/MIL/17 ***Military Department Library***

Approximately 10,000 items.

This is a very large and varied collection of official publications, commercially published works, and confidential prints. The main division is between:

(a) Basic reference series such as army lists, standing orders, regulations, etc, for the British and Indian Armies (including the Bengal, Madras, Bombay and Burma Armies, the Indian States' Forces, the Royal Navy, the Bombay and Royal Indian Navy, the Royal Air Force and the RAF India).

(b) Reference material such as military reports, route surveys, gazetteers, etc, dealing with the Indian frontier region and areas outside the Sub-continent in which the Government of India had military or political interests, especially Afghanistan, Central Asia, Iran, the Middle East, Africa, Burma, Tibet, China and Japan.

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L/PARL PARLIAMENTARY BRANCH RECORDS, *c* 1772 – 1952

726 volumes and 4 boxes.

The Parliamentary Branch of the Record Department was established in 1899 to be responsible for collections of Parliamentary Papers dating back to the 18th century and for the formal preparation and printing of papers presented to Parliament by the Secretary of State for India.

L/PARL/1 *Parliamentary Questions etc, 1931 – 52*

42 volumes and 4 boxes.

Questions and Answers on all subjects of concern to the India Office. Copies of those answered by the Secretary of State will also be found in the appropriate departmental papers. Some registers of Parliamentary Papers and copies of Acts are also included in L/PARL/1. *See* also L/P&S/17.

L/PARL/2 *Collections, c 1772 – 1943 (with copies of some earlier items)*

684 volumes.

These consist mainly of collections of Parliamentary Papers on subjects or areas which were of interest to the India Office and its predecessors. They are mainly arranged by subject and date mostly from the second half of the 18th century onwards. Some materials published by the Stationery Office or the Government of India as well as a few unpublished items — reports, correspondence, and minutes of evidence — are also included. *See* also under Official Publications, V/4, etc.

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L/PO PRIVATE OFFICE PAPERS, *c* 1858 – 1948

Approximately 495 files/volumes plus 5 boxes.

Most of these papers, which were kept by the private secretaries of successive Secretaries of State for India and were were not registered in the ordinary India Office departments, relate to those areas where Secretaries of State acted personally or as members of the Cabinet. They are particularly rich in material relating to major political and constitutional issues and important Indian appointments between 1916 and 1947. The full range of subjects covered however extends to most aspects of India and Burma Office policy, including:

> Economic and financial questions, publicity, defence, relations with the princely states and foreign governments and establishment and service matters.

For the closely connected private papers of Secretaries of State and Viceroys held in the India Office Records *see A select list of private collections in the European Manuscripts of the India Office Library and Records* (London, 1985).

To the main collections of Private Office Papers have recently been added five boxes containing unregistered private or demi-official correspondence and miscellaneous papers associated with the activities of the Permanent Under Secretaries of the India Office between 1858 and *c* 1920. These papers, which await detailed listing, relate primarily to the establishment and organization of the India Office but they also refer to wider issues of Indian policy and administration.

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L/PWD PUBLIC WORKS DEPARTMENT RECORDS, 1839 – 1931

4,516 volumes/files plus 1 box.

The India Office Public Works Department, whose records form the nucleus of this group, existed from 1858 until 1926 when its chief functions were transferred to the Economic and Overseas Department (*see* L/E) and the Financial Department (*see* L/F). The Public Works Department group also takes in records of some of its predecessor departments within the India Office and East India House, including the Railway and Telegraph Department (1858–61), the Public Works Department of the Examiner's Office (1856–58), and the Railway and Telegraph branches of the Secretary's Office (*c* 1849–58). In addition, the archives of two special institutions closely connected with public works matters are kept with this group, viz:

The Indo-European Telegraph Department (1865–1931) which operated the network of telegraph lines from Karachi to Iran.

The Royal Indian Engineering College at Cooper's Hill (1871–1905), responsible for training railway and public works engineers and (from 1883) forestry officers.

Taken as a whole, the Public Works group thus contains documentation (including in some cases plans and drawings) on the following main subjects:

- Bridges
- Canals
- Civil aviation (from *c* 1919)
- Civil engineering establishment and service questions
- Eastern Mail Service (from 1914)
- Fisheries (*c* 1869–71)
- Forestry (*c* 1861–63)
- Indo-European Telegraph Department
- Irrigation
- Military Works
- Municipal engineering works
- Ports and harbours (especially from 1921)
- Post Office and postal services (from 1914)
- Public buildings and government houses
- Railways
- Roads
- Royal Indian Engineering College Cooper's Hill
- Telegraphs
- Wireless telegraphy

Source materials for public works history before the start of the regular L/PWD series in the mid-nineteenth century may be traced amongst the records of several other departments of the home government, notably the Military Department (L/MIL), the Revenue Department (under L/E), and the Public Department (under L/P&J). Relevant material from these departments may in some cases be more conveniently located by

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referring to E/4 (Correspondence with India, 1703–1858) via the Indexes to Despatches (Z/E/4).

L/PWD/1 ***Committee Records Nil***

For the Committee records associated with the correspondence included in L/PWD/2 and 3, prior to the dissolution of the Company, *see* especially under L/F/1 in the case of railways and telegraphs and L/MIL/1 and L/P&J/1 for other public works questions. *See* also Z/L/PWD/1 for a register of papers laid before the Council of India Public Works Committee (1921–26).

L/PWD/2 ***Home Correspondence, 1845 – 79***

233 volumes.

Consists of a number of separate series for Public Works, Telegraphs, Railways and Civil Engineers. The railway materials include series of letters to and from various railway companies (*see* also Foster's *Guide*, p.10 and under L/AG/46). *See* under L/PWD/6 for later file copies. For registers and indexes *see* Z/L/PWD/2.

L/PWD/3 ***Correspondence with India, 1839 – 1925***

590 volumes.

Regular long series of Letters, Despatches and Collections to Despatches dealing with Public Works, Railways and Telegraphs arranged in the normal India Office pattern. *See* L/PWD/6 for file copies. For registers and indexes *see* Z/L/PWD/3. *See* also Foster's *Guide*, pp.19–20 and 28.

L/PWD/4 ***'Put By', 'No Reply' and Transfer Papers, 1854 – 79***

3 volumes.

A short series of Letters from India transferred to the Public Works Department from other departments.

L/PWD/5 ***Compilations and Miscellaneous Records, c 1858 – c 1930***

117 volumes/files plus 1 box.

The listed material includes a useful collection of subject files (*c* 1858–80) known as the Public Works 'Old Series', and Minutes submitted for Council approval on various Public Works, etc, questions (1859–79).

L/PWD/6 ***Departmental Papers: Public Works Annual Files,*** **1880 – 1926**

1,189 volumes.

For registers and indexes *see* Z/L/PWD/6.

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L/PWD/7 ***Indo-European Telegraph Records, 1865 – 1931***

1,976 volumes/files.

These records consist principally of subject and personal files originating in the London office of the Indo-European Telegraph Department, together with minutes and despatches submitted for Council of India approval, printed copies of IETD lists and general orders and records of bodies on which the IETD was *ex officio* represented. For registers and indexes *see* Z/L/PWD/7.

L/PWD/8 ***Records relating to the Royal Indian Engineering College, Cooper's Hill, 1869 – 1906***

408 volumes/files.

Apart from a small collection of India Office papers about the appointment of civil engineers and the foundation of the College, these consist mostly of correspondence files and records relating to students (application papers, certificates, etc) maintained by the College Board between 1871 and 1906. For registers *see* Z/L/PWD/8. For further details *see* Anthony Farrington, *The records of the East India College Haileybury and other institutions* (London, 1976).

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L/P&J PUBLIC AND JUDICIAL DEPARTMENT RECORDS, 1795 – 1950

Approximately 21660 volumes/files plus 224 boxes.

This departmental group is broadly similar in scope to the Government of India Home Department archive. Most of the pre-India Office materials within the group belong to the Board of Control Judicial and Public Departments (1807–58) and consist of copies of correspondence with India. These series are supplemented by a few volumes of Indian and Home correspondence originating in the Public and Judicial Departments of the Examiner's Office (1804–58) at East India House, and by the minutes etc. of the Revenue, Judicial and Legislative Committee of the Court of Directors (1834–58). Between 1858 and 1947 L/P&J includes the records of the following succession of India Office departments:

Public 1858–67
Judicial 1858–67
Judicial and Public 1867–72
Judicial, Public and Revenue 1872–79 (but excluding the Revenue series for which *see* L/E)
Judicial and Public 1879–1924
Public and Judicial 1924–41
Public and Judicial (Reforms) 1930–41
Political 1941–44
Political (British India) 1944–47
Political (States) 1944–47 (but only a small proportion of these records: *see* below under L/P&J/7)
Political (General) 1947
Political (Constitutional) 1947

As with the Government of India Home Department records, the range of administrative subjects documented in the Public and Judicial group is extremely wide and complex. The following lists of subjects covered before and after 1880 are thus far from exhaustive.

L/P&J *Records c 1800 – 79*

Against the subject-headings below, references to the names of particular series containing relevant material have been added viz. PUB (Public), JUD (Judicial), LEG (Legislative), ED (Educational), ECC (Ecclesiastical etc). These references are necessary because before the institution of the comprehensive file series in 1880, (*see* L/P&J/6), the L/P&J group is made up of a large number of separately-bound series (in L/P&J/1–3) each having its own special subject coverage.

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It will also be noticed that two dates separated by an oblique stroke (eg. 1872/1887 in the case of Archaeology) are entered after certain headings. In these cases the first date refers to the terminal date for relevant material contained in the various series of Despatches to India, and the second to the closing date for material in the series of Letters received from India.

Archaeology: PUB (to 1872/1887)
Books and manuscripts: PUB
Botany: PUB (to 1867/1872)
Census: PUB (to 1874/1880)
Civil service: PUB
Civil veterinary service: PUB
Constitutional and administrative reforms: PUB, JUD and LEG
Copyright: PUB
Courts: JUD
Destitute Indians abroad and in Britain: PUB
Ecclesiastical questions: ECC
Education: PUB and ED (from *c* 1830)
Emigration: PUB and LEG
Exhibitions: PUB (to 1874)
Famine: PUB (to *c* 1868)
Geology and minerals: PUB (to *c* 1870)
Governors, appointments etc: PUB
Jails: Mostly JUD
Justice, civil and criminal: JUD
Law and legislation: PUB or JUD (to *c* 1833); LEG, PUB or JUD (from 1833)
Marine questions: *See* Revenue, Judicial and Legislative Committee Papers in L/P&J/1 (1834–37 only)
Members of Executive Councils, appointments etc: PUB
Meteorology: PUB (to *c* 1872)
Municipalities and local boards: Mostly PUB, but also LEG and JUD (to *c* 1874)
Museums: PUB (to 1874)
Police: Mostly JUD
Political movements: PUB
Post Office: PUB (to 1879/1867)
Press: PUB
Public health and sanitation: PUB (to *c* 1863)
Public Works (especially roads, bridges and buildings): PUB
Records: PUB (to *c* 1874)
Weights and measures: PUB (to *c* 1874)
Wild animals: PUB

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L/P&J ***Records 1880 – 1947***

Aliens (to 1921, also 1927–47)
Appeals for mercy
Arms Act Rules
Basle Trading Company (to 1921)
Bills and Acts, Indian
Broadcasting (from *c* 1924)
Civil service (to 1924)
Civil uniforms
Commonwealth. *See* Imperial Conferences
Constitutional reforms
Convicts, removal to and from India
Copyright (to 1924)
Councils, Executive and Legislative
Courts
Destitute Indians in Britain and abroad
Ecclesiastical questions (to 1941) including service questions (until 1941)
Education (to 1924) including service questions
Emigration and Indians overseas (to 1921, also 1934–47)
Evacuees and Internees in Second World War
Extradition
Films (from *c* 1924)
Forest service recruitment and training (1901–11)
Government houses (from 1926)
Governors-General, appointments, allowances etc.
High Commission, Indian (1918–23)
Imperial Conferences (to 1921, also 1934–47)
Indian States (1941–47 only. *See* under L/P&J/7)
Internal political conditions, including sedition and disturbances
Jails
Judicial questions, including service questions to 1924 only
Law and legislation
League of Nations (1919–21)
Local self-government (1924–41), including Municipalities and Local Boards
Moral and Material Progress reports (1925–37)
Nationality (to 1921, also 1934–47)
Passports (to 1921, also 1927–47)
Pilgrims, Muslim (1934–47)
Police, including service questions to 1924 only
Political prisoners: returns (1931–47)
Political movements
Press prosecutions and seizures
Privy Council Appeals
Provincial government fortnightly reports (*see* L/P&J/5 and 12)

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Territorial waters (1934–47)
Wild animals, destruction and protection

L/P&J/1 ***Committee Records, 1826 – 60***

96 volumes.

These comprise the records of the Revenue, Judicial and Legislative Committee, viz. Minutes, Reports and References (mainly home correspondence referred to the Committee). There is also a collection of Miscellaneous Papers dealing with various general subjects, eg. emigration; ecclesiastical matters, education, minerals, etc. For registers *see* Z/L/P&J/1. *See* Foster's *Guide*, pp.7–8.

L/P&J/2 ***Home Correspondence, 1837 – 79***

225 volumes.

The Public Home Correspondence consists of a series containing original letters received and draft replies (1858–79) and a series of out-letters (1859–79). Judicial Home Correspondence of the Company and the India Office is arranged in three series covering the period 1837–79. For the later file copies *see* under L/P&J/6–10. For registers and indexes *see* Z/L/P&J/2. *See* also Foster's *Guide*, p.9.

L/P&J/3 ***Correspondence with India, 1795 – 1950***

1,579 volumes and 2 boxes.

In addition to the long regular Public, Judicial, Legislative, Educational and Ecclesiastical series, arranged in the normal pattern of Letters received, Collections to Despatches, and Despatches, there are also shorter separate sequences of Letters received from various branches of the Indian Home Department, notably Emigration, Establishment, Police and Political Letters.

Most of the pre-India Office series belonged to the Board of Control (*see* Foster's *Guide*, pp.15–16, 18–19, 24–25 and 27).

For registers and indexes *see* Z/L/P&J/3. For earlier correspondence on Public and Judicial etc. subjects *see* under E/4; for later file copies *see* L/P&J/6–8.

L/P&J/4 ***'Put By', 'No Reply' and Transfer Papers, 1871 – 79***

11 volumes.

A series of 'Put By' or Unanswered letters received for the Ecclesiastical, Emigration, Judicial, Public and Legislative departments. For registers *see* Z/L/P&J/4.

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L/P&J/5 ***Compilations and Miscellaneous Records, c 1860 – 1948***

Approximately 473 volumes/files.

Includes a number of important series, viz:

(a) Indian Bills (Objects and Reasons) and Acts (1862–1921)
(b) Papers relating to the Government of India Acts (1915–16)
(c) Fortnightly Reports of Governors, Chief Commissioners and Secretaries (1937–48). These include reports from Assam, Bengal, Bihar, Bombay, Central Provinces and Berar, Madras, North-West Frontier Province, Orissa, Punjab, Sind, United Provinces, Baluchistan, Delhi, Ajmer and Coorg

Also miscellaneous papers and reports relating to legal, police, educational, ecclesiastical, emigration and political questions.

L/P&J/6 ***Departmental Papers: Annual Files, 1880 – 1930***

2,024 volumes.

From 1921 these are marked Public and Judicial although the name of the department was not formally changed until 1924. For registers and indexes *see* Z/L/P&J/6.

L/P&J/7 ***Departmental Papers: Annual Files, 1931 – 50***

Approximately 15830 files.*

Properly speaking, these include the unbound files of the successive India Office departments concerned with 'Public and Judicial' subjects, viz. Public and Judicial (1931–41), Political (1941–44), Political (British India) (1944–47) and Political (General) (1946–47). Some files of the Political (States) Department (1941–47) are also included (*see* however under L/P&S/13 for the main Indian States files and collections). For registers and indexes to L/P&J/7 *see* Z/L/P&J/7.

L/P&J/8 ***Departmental Papers: Collections, c 1930 – 50***

Approximately 859 files.*

These Collections also passed through the departmental succession summarized under L/P&J/7. For a register and index *see* Z/L/P&J/8.

L/P&J/9 ***Reforms Papers, 1918 – 40***

352 volumes/files and 5 boxes.

These consist of two distinct series: Judicial and Public (Reforms) Committee Papers (1918–23) and Public and Judicial (Reforms) Files (1930–41). For registers and indexes *see* Z/L/P&J/9.

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L/P&J/10 ***Political Constitutional (Transfer of Power) Papers, 1942 – 55***

144 files.

A selection of documents from this and other India Office series is published in *Constitutional relations between Britain and India. The Transfer of Power 1942–7*, 12 vols (London, HMSO 1970–83). *See* also under L/PO and R/3/1.

L/P&J/11 ***Passports, 1932 – 48***

217 boxes.

These are duplicates of passports issued in British India and the Indian States. Duplicates of certificates of identity issued to Indians proceeding to Europe between 1900 and 1917, together with duplicates of British Indian passports issued between 1907 and 1915, may be traced in the annual files referenced as L/P&J/6. For indexes *see* Z/L/P&J/11.

L/P&J/12 ***Public and Judicial (Separate) Files, 1929 – 34***

67 files.

These files consist of fortnightly reports on the political situation in the main provinces of British India, including Assam, Bengal, Bihar and Orissa, Bombay, Burma, Central Provinces and Berar, Delhi, Madras, North-West Frontier Province, Punjab, and United Provinces. For later reports *see* under L/P&J/5.

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L/P&S POLITICAL AND SECRET DEPARTMENT RECORDS, 1756 – *c* 1950

Approximately 13246 volumes/files plus 318 boxes.

Most of the pre-India Office records contained in this group — minutes, correspondence with India and Home correspondence — originated either in the activities of the Secret Committee (1784–1858), or in the work of the Secret and Political Departments of the Board of Control (1784–1858) and the Political Department of the Examiner's Office (1804–58). The group also covers (in L/P&S/1 and 2) the records of various other early committees concerned with Secret or Political affairs. For the period of the India Office proper (1858–1947), L/P&S is mainly made up of archives from the following departments:

Political and Secret 1858–1930
Political (Internal) 1931–41
Political 1941–44
Political (States) 1944–47
Political (External) 1931–41
External 1941–47

The L/P&S records are broadly similar in scope to those of the Government of India Foreign Department. The main subjects or areas treated in them are described below.

L/P&S *Records 1756 – 1930*

Many of the following subjects and areas were dealt with variously in both the Secret and the Political Departments depending on their degree of confidentiality at the time. Originally, under the East India Company, the Secret Department was reserved for any highly important and sensitive correspondence involving war and peace and diplomacy, whereas the Political Department was used for more routine questions involving relations with the Indian States and foreign governments. Under the India Office, however, with the unification of most of India under British rule or suzerainty, the distinction between Secret and Political tended to become territorial, with the Secret Department being employed for external and frontier policy, and the Political Department mainly used for the Indian Princely States and related matters. In practice, from the point of view of locating correspondence etc, these distinctions do not matter much after 1875 since from that year Secret and Political documents were filed together in the same volumes (having been previously bound separately: *see* below under L/P&S/5 and 6). For the origin and functions of the Secret Department *see* Part One, pp.27–29, 45 etc. *See* also the note on Foreign Department correspondence under L/P&S/6.

European Powers in South Asia (especially the French and Portuguese)

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External relations, ie. with:[1]

Aden
Saudi Arabia
Iran
Iraq
Persian Gulf (especially Bushire, Muscat, Bahrain, Kuwait and Trucial Coast)
Zanzibar (especially between *c* 1840 and 1883)
Somali Coast (especially between *c* 1885 and 1898)
Ethiopia (scattered materials especially *c* 1800–*c* 1870)
Afghanistan
Russian Central Asia
Nepal
Bhutan
Tibet and China
Burma (but *see* p.212)
Thailand
Malay States (to 1867)
Also more fragmentary or scattered material on other areas such as Turkey, Egypt, Syria, Sri Lanka, Indonesia, etc.

Foreign consuls in India
Frontier affairs (Baluchistan, North-West, Northern and North-East frontiers)
Honours (Indian Orders of Chivalry, Kaisar-i-Hind Medal, King's Police Medal, Albert and Edward Medal etc.) and salutes
Indian Political Service and Government of India Foreign and Political Departments
Indian Princely States (including Sikkim and Ajmer-Merwara)
Indian States Forces

North-West Frontier Militia, Levy Corps and Constabulary
Political movements etc. in India (scattered materials *c* 1887–1904)
Returns of political prisoners and pensioners
State functions, coronations, addresses to Royal Family etc.

In addition the Political and Secret records for the mid-nineteenth century contain material on the internal administration of a number of newly-annexed territories temporarily placed under the control of the Government of India Foreign Department, eg. Berar (from 1853), British Burma (from 1852), Central Provinces (from 1861), Coorg (from 1834), Mysore (from 1831), Oudh (from 1856) and Punjab (from 1849). Most of this material finishes during the 1860s and 1870s when the administration of these areas was gradually transferred to other departments.

[1] *See* also Appendix II

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L/P&S ***Records 1931 – 47***

Political (Internal), Political, and Political (States) Departments (L/P&S/13)

Honours (*See* also L/P&S/15)
Indian Political Service
Indian Princely States
Indian States Forces

Returns of political prisoners and pensioners
State functions, addresses to Royal Family etc.

Political (External) and External Departments (L/P&S/12)[1]

External relations (especially Aden (to 1937), Saudi Arabia, Iran, the Gulf, Afghanistan, Russian Central Asia, Nepal, Bhutan, Tibet and China, other Western Powers in South Asia, etc).

Frontier affairs (North-West Frontier, Baluchistan, Northern and North-East frontiers).

For further details, *see* Martin Moir, A study of the history and organization of the Political and Secret Departments of the East India Company, the Board of Control and the India Office 1784–1919 (Thesis submitted for the University of London Diploma in Archive Administration, 1966).

L/P&S/1 ***Committee, Court and Council Minutes, 1778 – 1867***

19 volumes.

Minutes of the following bodies are included:

Secret Court of Directors (1784–91, 1813–58)
Secret Committee (1778–1824, 1839–58)
Secret Committee of Correspondence (1813–34)
Secret Commercial Committee (1813–33)
Political Committee of the Court (1836–58)
Political Committee of the Council (1858–67)

For a partial index *see* Z/L/P&S/1. *See* also Part One, pp.26–29, 74–76 and Foster's *Guide*, p.6.

L/P&S/2 ***Board of Control Minutes, 1785 – 1805***

2 volumes.

These are Secret Minutes. For general Board of Control Minutes *see* under F/1.

[1]*See* also Appendix II

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L/P&S/3 ***Home Correspondence, 1807 – 1911***

469 volumes and 22 boxes.

For the most part Secret and Political Home Correspondence are arranged as separate series until 1875 from which date they are combined. It should be noted that comparatively little of the Company's Secret or Political Home Correspondence has survived — about half a dozen items are included here — and that the main pre-1858 series, both Political and Secret, belonged to the Board (Foster's *Guide*, p.10). The collection of boxes of original Political and Secret Home Correspondence (1881–1902) at the end of this section consists of materials relating to the Indian States extracted from the preceding series of bound volumes (L/P&S/3/231–395). *See* also L/P&S/10–11 for later file copies. For registers and indexes *see* Z/L/P&S/3.

L/P&S/4–8 ***Correspondence with India, 1756 – 1912***

As a general rule, Secret Letters and Despatches (like Home Correspondence) were kept separate from the parallel Political series before 1875, after which they were brought together in the same volumes. Accordingly in the sections that follow the Secret correspondence has been classified as L/P&S/5, the Political as L/P&S/6, and the combined Political and Secret series starting in 1875, as L/P&S/7. The only real exceptions to this rule are certain volumes of abstracts and notes, prepared by the Board between 1784 and 1858, which cover Secret, Political and Foreign correspondence. These mixed volumes have been classified as L/P&S/4. For the meaning of the term 'Foreign' *see* below under L/P&S/6.

L/P&S/4 ***Secret, Political and Foreign Correspondence with India, 1784 – 1858***

18 volumes.

Two series originating at the Board are included:

(a) Abstracts of Secret, Political and Foreign Letters and Despatches (1784–1829)
(b) Notes relative to India (1831–38) — mostly summaries of Letters and Collections

For indexes *see* Z/L/P&S/4.

L/P&S/5 ***Secret Correspondence with India, 1756 – 1874***

590 volumes and 10 boxes

Copies kept by the Secret Committee, the Board and the India Office are included. Down to 1858 there are two broadly overlapping sets of

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Secret Letters received for each of the three Indian governments — Bengal/India, Madras and Bombay. One of these sets belonged to the Secret Committee, whilst the other (more complete) series belonged to the Board. Enclosures to Secret letters are usually bound separately. Copies of Secret Despatches exist in three largely duplicating series, some of which also contain correspondence between the Board and the Secret Committee. L/P&S/5 also includes Secret Commercial Despatches (1815–31). For registers *see* Z/L/P&S/5. *See* also Foster's *Guide*, pp.13–14 and 23.

L/P&S/6 ***Political Correspondence with India, 1792 – 1874***

761 volumes.

The main series of Political Letters, Despatches and Collections to Despatches are arranged in the normal pattern. However, it should be noted that for the period 1808–58, the Board's copies of the Political Previous Communications (unofficial first drafts) and Drafts have also survived in addition to the fair copies of the final Despatches (*see* also p.44).

The term 'Foreign' used to describe certain correspondence series here also needs some explanation. Thus in the case of early series (eg. Foreign Letters from and Despatches to Bengal 1805–29, Foreign Letters from Madras, 1833–56, etc), 'Foreign' refers to other European Powers in India. On the other hand, the later series called Foreign Letters from India starting in 1859 emanated from the Government of India Foreign Department as reorganised in 1843. This Department issued two main types of letters, Secret and non-Secret. The latter series included in this section were originally simply headed Foreign Department and later developed various sub-headings notably Foreign: Political etc. They deal with non-Secret relations with the Princely States, etc, and also occasionally with correspondence about Europeans previously handled in the old-style Foreign Department.

For registers and indexes *see* Z/L/P&S/6. *See* also Foster's *Guide*, pp.14–15 and 23. For earlier correspondence on political matters *see* under E/4 and L/P&S/5.

L/P&S/7 ***Political and Secret Correspondence with India, 1875 – 1911***

356 volumes and 70 boxes.

Consists mostly of long series of Political and Secret Letters received and sent and shorter sequences of Despatches. Correspondence about the Indian States (1881–1902) extracted from these volumes is arranged in boxes at the end of the section. *See* also L/P&S/10–11 for later file copies. For registers and indexes *see* Z/L/P&S/7.

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L/P&S/8 ***Demi-Official Correspondence and Secretary's Letters, 1862 – 1912***

16 volumes and 1 box.

L/P&S/9 ***Correspondence relating to Areas outside India, 1781 – 1911***

196 volumes and 12 boxes.

This group, consisting of a number of bound series and some unsorted bundles, includes letters for various periods from agents, envoys and others in Egypt, Syria, Iraq, Iran, the Persian Gulf, Aden, Zanzibar, Bourbon and Mauritius, and the Straits Settlements. In addition there are copies of Despatches to the Persian Gulf, Aden and Zanzibar, and special collections of correspondence of all types relating to Ethiopia (1867–71) and China (1839–52). For some registers *see* Z/L/P&S/9.

L/P&S/10 ***Departmental Papers: Political and Secret Separate (or Subject) Files, 1902 – 1931***

1,315 volumes.

This series is made up of individually bound files containing fairly comprehensive collections of documents on particular subjects accumulating over a period of years. From 1902 to 1911, the series supplements Political and Secret Home Correspondence and Correspondence with India (L/P&S/3 and 7). From 1912 it supplements the Annual Files listed below under L/P&S/11. For registers and indexes *see* Z/L/P&S/7 and Z/L/P&S/11.

L/P&S/11 ***Departmental Papers: Political and Secret Annual Files, 1912 – 30***

309 volumes.

These files conform to the normal pattern of India Office departmental papers introduced into other departments during the 1880s. Essentially they form the continuation of the Home and India Correspondence series (L/P&S/3 and 7) which came to an end in 1911. As noted above, particularly full files of papers on special subjects were bound as separate volumes and now form L/P&S/10. For registers and indexes *see* Z/L/P&S/11.

L/P&S/12 ***Departmental Papers: (Political) External Files and Collections, c 1931 – 1950***

Approximately 4800 files/volumes.*

The short series of Annual Files is followed by the long run of Collections. For registers and indexes *see* Z/L/P&S/12.

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L/P&S/13 ***Departmental Papers: Political Internal/Indian States Files and Collections, c 1931 – 1950***

Approximately 1950 files/volumes.*

The annual files precede the Collections as with L/P&S/12. Files about the grant of honours are included along with Indian States materials. For registers and indexes *see* Z/L/P&S/13. For Indian States files 1941–47 *see* also under L/P&J/7.

L/P&S/14 ***Correspondence with Asian Rulers, including Indian Princes, 1796 – 1920***

7 volumes.

Copies of correspondence with various rulers, notably the Amir of Afghanistan, the Shah of Persia and certain Indian Princes.

L/P&S/15 ***Honours Papers, 1859 – 1947***

over 265 volumes/files.

These consist of a number of regular series relating to the grant of Indian and Imperial civil honours and decorations. Some unsorted materials are included. For some later papers (*c* 1930–47) *see* also under L/P&S/13. For registers and indexes *see* Z/L/P&S/15.

L/P&S/16 ***Consul Papers, 1885 – 1930***

37 volumes.

These relate mostly to the routine appointment of foreign consuls in India, etc. For later papers *see* under L/P&S/12. For registers and indexes *see* Z/L/P&S/16.

L/P&S/17 ***Parliamentary Questions, 1881 – 1911***

About 6 volumes.

For registers and indexes *see* Z/L/P&S/17.

L/P&S/18 ***Political and Secret Memoranda, c 1840 – 1947***

About 1230 items bound or in folders.

These memoranda, mostly prepared by India Office, Foreign Office and Government of India officials, cover the whole field of the Department's interests ranging from East Africa to China, and including the Princely States. They are roughly grouped in four sections according to subject/area.

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L/P&S/19 ***Political and Secret Miscellaneous Records, c 1750 – 1947***

Approximately 900 volumes/files and 53 boxes.

This important collection awaits detailed investigation and listing. It contains many items which will ultimately be transferred to other sections of the Political and Secret Department records, notably L/P&S/18 and 20.

L/P&S/20 ***Political and Secret Library, c 1800 – 1947***

Approximately 150 boxes

A very large and varied collection of confidential prints, official publications and commercially published works, analogous to the Military Department Library (*see* under L/MIL/17). Thus the collection largely consists of military reports, gazetteers, summaries of correspondence, handbooks, etc, dealing with the Indian States, the frontier regions and neighbouring countries.

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L/R RECORD DEPARTMENT PAPERS, 1859 – 1959

Approximately 848 volumes/files and 117 boxes.

These materials belonged mainly to the Registry and Record Department (1884–1923) and the Record Department (1923–59) — the antecedents of the present India Office Records. They also include the files of the India Office Library (1911–59) whose papers were previously registered in the Registry and Record Department.

The principal subjects dealt with are as follows:

Ecclesiastical returns (of baptisms, marriages and burials) and the issue of certificates (*see* also under N)
Indian Office Library
India Office publications
Indian government publications, receipt and (to 1921) distribution and sale
Literary patronage
Mails (to 1923)
Manuscripts
Maps (*see* also under W, X and Y)
Parliamentary Papers, presentation and supply (*see* also under L/PARL)
Reports on Indian newspapers
Records use and enquiries

L/R/1 *Committee Records Nil*

L/R/2 *Home Correspondence, 1931 – 39*

8 volumes and 1 box.

These are copies of Home Letters sent out.

L/R/3 *Correspondence with India, 1859 – 1931*

39 volumes.

In addition to copies of Records despatches and telegrams to India, Madras and Bombay, this section includes an important series of telegrams to and from India in all departments (1859–1880).

L/R/4 *Internal Department Papers, 1876 – 1951*

29 volumes/files.

Mainly papers about the organization and procedure of the Registry and Record Department.

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L/R/5 ***Compilations and Miscellaneous Records, c 1868 – 1945***

302 volumes/files.

A rich and varied accumulation. Amongst the most significant items are the Indian Newspaper Reports (1868–1939) — weekly reports on the Indian press arranged by province; the notebooks of Sir William Foster (1863–1951), Registrar and Superintendent of the India Office Records; papers about the Victoria Memorial Hall, Calcutta and the Stein Collection; and various Government of India departmental histories of the Second World War.

L/R/6 ***Departmental Papers: Annual Files, 1884 – 1912***

335 volumes.

These are the files of the Registry and Record Department which until 1910 were registered as "Record and Library". For registers and indexes *see* Z/L/R/6.

L/R/7 ***Departmental Papers: Annual Files, 1913 – 48***

63 volumes and 85 boxes.

These consist of a main series of Registry and Record Department files down to 1923, followed by files of the Record Department. For registers and indexes *see* Z/L/R/7.

L/R/8 ***Departmental Papers: Annual Files etc, 1907 – 59***

Approximately 72 volumes, 31 boxes and bundles.

These comprise the annual files of the Library from 1907 to 1959 with a separate series for loans of manuscripts from 1919 to 1944 and a small number of subject files mostly about the publication of catalogues. There are also collections of weekly lists of recommended new publications 1926–40, letters despatched 1936–45 and unregistered letters received 1932–44. For registers and indexes *see* Z/L/R/9. These records await detailed investigation and listing.

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L/SUR SURVEYOR'S RECORDS, 1837 – 1934

26 volumes and 24 boxes.

These records belonged to the Surveyor's Office at East India House and the India Office. They relate principally to the maintenance and construction of the buildings occupied by the Home Establishment. The collection includes relevant minutes recorded by the Company's Finance and Home Committee or submitted to the Council of India, out-letters, departmental files, tradesman's accounts, and miscellaneous papers about the India Office building, the India Store Depôt, Addiscombe Military Seminary etc.

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L/S&G SERVICES AND GENERAL DEPARTMENT RECORDS, c 1920 – c 1970

Approximately 1,670 volumes/files plus 720 boxes.

This group mainly comprises the records of the Services and General Department created in 1924 primarily (but not exclusively) to centralise and coordinate responsibility for all kinds of personnel and establishment questions which had previously been divided up between several departments, eg. Public and Judicial (L/P&J), Commerce and Revenue (L/E), Financial (L/F) etc. Apart from the records actually generated by this new department, L/S&G includes the files of the related India Office Establishment Branch (1921–47) and a collection of personal files transferred to London by the Government of India at the time of Independence.

The principal subjects dealt with in L/S&G between 1924 and 1947 are as follows:

General management of the main civil services in India including the following services:

Archaeological, Audit and Accounts, Bengal Pilot, Customs, Ecclesiastical (from 1941), Education, Forest, Income Tax, Indian Civil (ICS), Irrigation (from 1926), Judicial, Meteorological, Police, Post and Telegraph recruitment (from 1926), Railways (from 1926), Survey of India, Wireless Telegraphy recruitment (from 1926), Zoology.

Unless specified above, the general management of these services covered pay, allowances, leave and pensions, cadres, appointments and recruitment, organization, conduct and memorial rules. For detailed records of leave, pay and pensions, reference should be made to the Accountant General's Department (L/AG). It should also be noted that the Services and General Department was not generally responsible for the Indian Medical Service (*see* L/MIL) or the Political Service (*see* L/P&S); nor was it concerned with recruitment for the provincial civil service in India, and other special posts for which the Indian High Commission in London was responsible from 1920 onwards.

The India Office establishment as a whole, viz. all staffing and personnel questions. Also direct supervision of the following particular sections of the Office:

Library, Records, Telegraph and Mails, Surveyor, Typists, Head Office Keeper and Messengers, Housekeeper, Printer.

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General policy for the following subjects (as distinct from purely personnel aspects):

Archaeology, Copyright, Education, Zoology

L/S&G/1 ***Committee Records Nil***

L/S&G/2 ***Home Correspondence Nil***

L/S&G/3 ***Correspondence with India, 1924 – 37***

14 volumes.

These volumes consist of Services and General Despatches to India.

L/S&G/4 ***'Put By', 'No Reply', and Transfer Papers Nil***

L/S&G/5 ***Compilations and Miscellaneous Records c 1924 – 47***

Approximately 6 boxes and 1 volume.

Unlisted materials.

L/S&G/6 ***Departmental Papers: Annual Files, 1924 – 48***

Approximately 141 volumes and 320 boxes*.

These are the files of the Services and General Department. For registers and indexes *see* Z/L/S&G/6.

L/S&G/7 ***Departmental Papers: Collections, 1924 – 49***

Approximately 1480 files*.

For registers and indexes *see* Z/L/S&G/7.

L/S&G/8 ***Establishment Branch: Subject Files, c 1920 – 49***

Approximately 74 boxes.

Home Establishment files only.

L/S&G/9 ***Establishment Branch: Personal Files, c 1920 – 70***

58 boxes.

Home Establishment files only.

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L/S&G/10 ***Commonwealth Relations Office: Services Department: Annual Files, 1948 – 55***

Approximately 230 boxes*.

Includes re-employment files.

L/S&G/11 ***Personal Files of Members of the Secretary of States' Services, c 1907 – 55***

Approximately 34 files and 32 boxes.

These comprise confidential reports on members of the following services:

India: Civil, Forest, Political, Public Works and Veterinary

Burma: Civil, Engineers, Forest, Frontier, Police, Posts and Telegraphs, Railway and Veterinary

Miscellaneous: Great India Peninsula Railway

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L/WS WAR STAFF PAPERS, 1921 – 51

1,840 files.

The War Staff organisation was set up in 1939 within the India Office under the Military Secretary. Having taken over a number of pre-war Military Department files, it continued to operate and produce its own records relating to virtually all aspects of military strategy, organization, intelligence and supply, down to 1949 when it was merged with the Commonwealth Relations Office Defence Department. For registers and indexes *see* Z/L/WS. *See* also Anthony Farrington, *Guide to the records of the India Office Military Department* (London, 1982).

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M BURMA OFFICE RECORDS, 1932 – 48

Approximately 341 volumes/files and 505 boxes.

These records are in the process of being listed in detail. They cover all the administrative operations of the Burma Office as constituted in April 1937 following the Government of Burma Act of 1935 (which separated the government of Burma from that of India). They also include the files of the special Burma Reforms branch of the India Office Public and Judicial Department (1932–37) which dealt with the administrative questions posed by the separation of Burma. Earlier material on Burma will be found elsewhere in the India Office Records, notably amongst the records of the main India Office departments according to subject-matter (*See* L/AG, L/E, L/F, etc); and amongst the Burma and India Proceedings (*See* under P). For further details *see* Part One, pp. 111–116, also Andrew Griffin, *A brief guide to sources for the study of Burma in the India Office Records* (London, 1979) and H R Tinker, *Burma: the struggle for independence 1944–1948*, 2 vols (London, 1983–84).

M/1 *India Office Reforms Department Files, 1932 – 37*

195 files.

These files, which belonged to the Reforms branch of the Public and Judicial Department, deal mainly with the separation of Burma from India. For a register and index *see* Z/M.

M/2 *India Office Reforms Department Home Correspondence and Correspondence with Burma and India, 1932 – 37*

5 volumes.

Similar in scope to M/1.

M/3 *Burma Office Annual Files, 1937 – 45*

207 boxes.

These relate to all subjects. For registers and indexes *see* Z/M.

M/4 *Burma Office Annual Department Files, 1946 – 48*

277 boxes.

From January 1946 the Burma Office was organised into separate subject departments which started annual file sequences. There are files for the following departments:

> Public and General, Foreign and Reforms, Foreign and Frontier Areas, Constitutional, and Economic

For registers and indexes *see* Z/M.

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M/5 ***Burma Office 'P' (Private) and 'I' (Intelligence) Files, 1937 – 47***

116 files.

These series deal primarily with the political situation in Burma but also with a wide range of administrative questions.

M/6 ***Burma Office Collections, 1937 – 48***

13 boxes.

These resemble India Office departmental collections.

M/7 ***Burma Office Home Correspondence and Correspondence with Burma and India, 1937 – 48***

5 volumes and 5 boxes.

M/8 ***Burma Office Miscellaneous Records, 1937 – 48***

Approximately 20 volumes/files plus 3 boxes.

These include Divisional Commissioners' Monthly Reports (1945–47).

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N RETURNS OF BAPTISMS, MARRIAGES, BURIALS ETC, 1698 – 1969

1,103 volumes.

These records relate mainly to European and Eurasian Christians in India and Burma and other areas administered by the East India Company and the Government of India. Most of the returns were transmitted by chaplains and ministers to the East India Company/ British Indian administration and thence to London. They are thus usually referred to as Ecclesiastical Returns. With the exception of Registrar marriages (N/11) and the returns for Kuwait (N/12), civil registrations are not usually covered. Information on births or deaths is, however, often to be found in the baptismal and burial entries. For further details *see* IOLR *Aids to Readers*, no.5; also Foster's *Guide*, p.110.

N/1 *Bengal Returns, 1713 – 1948*

646 volumes.

These include returns for the Straits Settlements down to 1867 (*See* also N/8) and for Burma to 1936 (*See* also N/10). There is a separate series for Roman Catholics from 1842 to 1856. For indexes *see* Z/N/1 and Z/N/RC.

N/2 *Madras Returns, 1698 – 1948*

203 volumes.

There is a separate series for Roman Catholics (1835–54) and for Cochin area (1751–1804). For indexes *see* Z/N/2 and Z/N/RC.

N/3 *Bombay Returns, 1709 – 1948*

183 volumes.

There is a separate series for Roman Catholics (1842–54). For indexes *see* Z/N/3 and Z/N/RC.

N/4 *India and Pakistan Returns, 1949 – 68*

8 volumes.

These comprise occasional civil and ecclesiastical returns for Europeans still domiciled in India and Pakistan after Independence. For indexes *see* Z/N/4.

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N/5 ***Indian States Returns, 1890 – 1946***

2 volumes.

For an index *see* Z/N/5.

N/6 ***St Helena Returns, 1767 – 1835***

3 volumes.

For an index *see* Z/N/6.

N/7 ***Fort Marlborough (Sumatra) Returns, 1759 – 1825***

1 volume.

For an index *see* Z/N/7.

N/8 ***Prince of Wales Island (Penang) Returns, 1799 – 1829***

1 volume.

For an index *see* Z/N/8.

N/9 ***Macao and Whampoa Returns, 1820 – 34***

1 volume.

The returns for Whampoa are for burials only. For an index *see* Z/N/9.

N/10 ***Burma Returns, 1937 – 57***

7 volumes.

See also N/1. For indexes *see* Z/N/10.

N/11 ***Returns of Registrar Marriages in Bengal, Madras, Bombay and Burma, 1852 – 1911***

11 volumes.

For indexes *see* Z/N/11.

N/12 ***Kuwait Returns, 1937 – 61***

16 volumes.

These are returns for births, marriages and deaths.

N/13 ***Aden Registers, 1840 – 1969***

21 volumes.

These registers cover baptisms, marriages and burials.

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O BIOGRAPHICAL SERIES, 1702 – 1948

487 volumes and 44 boxes.

A number of series and compilations of a biographical nature which do not fall naturally into the main archive groups have been brought together here.

Details of these and other biographical records are given in Ian A. Baxter, *India Office Library and Records. A brief guide to biographical sources* (London, 1979).

O/1 *Bonds, Agreements and Warrants, 1740 – 1948*

417 volumes and 44 boxes.

The Bonds and Agreements series for Overseas Civil Servants (1740–1946), members of the Home Establishment (1788–1860) and Miscellaneous dependents, visitors and residents (1800–65) comprise the largest proportion of these materials. *See* also Foster's *Guide*, p.112.

There are also Agreements for Miscellaneous Appointments in India (1922–49), Letters Patent appointing the Commissioners for the Affairs of India (1784–1853), and Warrants of Appointment for Governors, Judges, Councillors, etc. (1864–1948). *See* also under H (H/24–25), L/F/8 and L/L. For indexes *see* Z/O/1.

O/2 *Establishment Lists: Home (Civil). See under L/AG/30.*

O/3 *Establishment Lists: Overseas (Civil). See under L/F/10.*

O/4 *Establishment Lists: Military and Marine. See under L/MAR/C, L/MIL/9 – 14 and 16 – 17.*

O/5 *Records relating to Europeans in India, 1702 – 1830*

31 volumes.

These consist of a series containing information about Europeans accused of misconduct in India (1766–1829), plus lists of European inhabitants for Bengal (1793–1830), Madras (1702–1828) and Bombay (1718–92). *See* also Foster's *Guide*, p.122.

O/6 *Compilations, 1712 – 1862*

39 volumes.

These include the series known as 'Personal Records' (*c* 1794–*c* 1841), made up of miscellaneous memoranda prepared at East India House, many of which concern the services and claims of Company officials,

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etc. The other compilations were mostly prepared in the India Office during the late 19th or early 20th centuries as continuations to the published biographical works of Charles Prinsep, Edward Dodwell and J.S. Miles. They deal with the careers of Bengal, Madras and Bombay Civil Servants during the Company period, and with Bengal Army Officers, 1834–62. For an index to 'Personal Records' *see* Z/O/6. *See* also Foster's *Guide*, p.112.

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P PROCEEDINGS AND CONSULTATIONS OF THE GOVERNMENT OF INDIA AND OF THE PRESIDENCIES AND PROVINCES, 1702 – 1945

Approximately 46,500 volumes

This huge group is made up of bound copies of some of the main records of the central and provincial governments in India supplied for the information of the East India Company and the India Office. Together they generally provide the fullest and most detailed account of the unfolding of events and policies in the Sub-continent available in the India Office Records.

From the beginning of the 18th century down to 1860 the majority of these records are known as Consultations. They usually comprise full manuscript copies of the official correspondence (both letters received and sent), minutes and resolutions considered or approved by the governments concerned (ie. India, Bengal, Madras, Bombay, and Agra/ North Western Provinces). In addition copies of certain related records (such as letter-books, commercial reports, journals and ledgers, and proceedings of local law courts) were also returned to London during the Company period, and are now included in the 'P' group.

In 1860 the old-style Indian Consultations were discontinued and replaced by a new form of record usually referred to as Proceedings. The Proceedings of the Indian governments were then classified according to importance, with the more significant or policy matters categorised as "Part A", whilst the more routine subjects were classed as "Part B". In future only the Part A items were reported to London in full in the form of monthly printed copies of the relevant government correspondence, resolutions etc. The Part B Proceedings by contrast were only transmitted in the form of very brief tabular summaries, also at monthly intervals. Another way in which the new printed Proceedings as sent to the India Office differed from the old manuscript Consultations consists in the general omission from the Proceedings of minutes recorded by individual members of the Indian executive councils or their officials.

From 1860 onwards Proceedings arranged in the new way were regularly received from the Government of India and the leading provincial governments — Bengal, North-Western Provinces, Madras and Bombay — though those from Bombay initially take a slightly different form. By 1871 the practice of sending printed Proceedings to London was also extended to other newly-established provincial governments — Punjab, Burma, Central Provinces, Hyderabad, Oudh, Mysore and Coorg. Thus adopted throughout most of British India, records of the Proceedings type continue to be printed and sent to the India Office down to 1920 with only minor variations in form. After

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1921, with the Government of India's introduction of the new filing system recommended by the Llewelyn Smith Committee Report (1919), and with the growth too of provincial autonomy, the transmission to London of records of the Proceedings type was gradually discontinued (*see* also Part One, pp.68–70).

The Proceedings/Consultations for each government are listed in the following order:

India, 1834–1945
Agra, 1834–36
Assam, 1874–1905, and 1912–31
Bengal, 1704–1937
Bihar and Orissa, 1912–31
Bombay, 1702–1931
Burma, 1864–1922
Central Provinces, 1864–1922
Coorg, 1872–1921
Delhi, 1913–31
Eastern Bengal and Assam, 1905–12
Hyderabad, 1865–1906
Madras, 1702–1944
Mysore, 1872–83
North-West Frontier Province, 1901–15 (Irrigation series only)
North-Western Provinces, 1836–77
North-Western Provinces and Oudh, 1877–1902
Oudh, 1864–77
Port Blair and Nicobars, 1876–1921
Punjab, 1849–1942
United Provinces, 1902–43

The significance and arrangement of the series of Proceedings etc. as listed in the separate sections for each government also require some prior explanation. Thus these series, including their names, are mostly based on the series as defined in the original lists of Proceedings etc. issued by the India Office or later by the Commonwealth Relations Office, only a few of which have been substantially revised since then (eg. those for Assam and Eastern Bengal and Assam). In many instances the original lists (especially those covering the twentieth century Proceedings) do not fully represent or explain the exact administrative status of the series covered (eg. that they emanate from a particular branch of a particular department or succession of departments). For the purposes of the present Guide an attempt has been made to remedy these deficiencies in the section dealing with the Government of India by clearly assigning most series to their parent departments within the evolving Indian secretariat and listing the departments alphabetically. For the provincial governments, however, the same process of

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assignment cannot be carried out until the administrative development and structure of the respective secretariats have been fully researched and analysed. A start on this process has been made in the case of Assam, and Eastern Bengal and Assam, and this is reflected in the more accurate listing of the departmental series for these provinces. However for the remaining provincial Proceedings etc, the following inventories only record the names of the various series in the form in which they appear in the original lists, and no overall effort has been made to standardize these names or "place" the series in their full administrative context.

Another closely related difficulty arises from the fact that it has not been possible at this stage to provide detailed comprehensive notes on the subject coverage of all the departments and branches whose Proceedings etc. are listed here. For many series and subjects this omission does not pose serious practical problems since the names of the series themselves (eg. Financial, Revenue, Public Works etc) are fairly self-explanatory. For certain series and topics, however, the absence of this information does present some difficulties.

The following very brief notes may provide some introductory guidance and definitions in the case of some of the most obviously perplexing series:

Foreign, Political and Secret series

These series deal mainly with external and frontier affairs, plus relations with the Indian states, and with other western powers in the Sub-continent. Two particular points however need to be noted:

(a) The series called Foreign, 1834–42, under the heading General in the India section (p.225) relates specifically to other western powers (eg. French and Portuguese), and the same applies to the Foreign series, 1781–81, 1790–1842 listed in the Bengal section (p.231), and to the Foreign series, 1816–47, included under Madras (p.241). All other Foreign series are more general, referring to any aspect of external, frontier or Indian states' affairs.

(b) The Secret series, which came to an end by 1859, relate to highly confidential matters of war and peace and diplomacy such as were normally reported to the Company's Secret Committee in London (*see* pp.27–28).

Public, General and Home series

The Public Consultations comprise the earliest Consultations received from the three Presidencies (Bengal, Madras and

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Bombay) in the 18th century. Technically, they should not be called "Public" until the later 18th century when they acquired this designation to distinguish them from the new types of departmental Consultations then instituted (eg. Secret, Military, Revenue etc). Thereafter the Public (or General) Consultations flow on into the 19th century, gradually shedding further subjects for which more specialized departments were deemed necessary, each producing its own series of Consultations (eg. Judicial, Financial, Ecclesiastical etc).

Soon after the creation of the Supreme Government of India over and above the Presidencies, the Public or General Department of the Indian Government was constituted in 1843 as a branch of the new Home Department, which also included other branches (*see* under India, pp. 225–226). The business of this Public branch thereafter continued to fluctuate, with several more subjects getting transferred to other branches or departments (eg. Education, Archaeology, Books and Publications, Census, Emigration, Geology etc). This process tended to leave the Public branch with a rather miscellaneous range of duties not allocated elsewhere in the secretariat, with, however, a core of continuing responsibility for general constitutional, administrative and political matters within British India, including political movements and disturbances. For these last questions (political movements etc) a further branch, the Home (Political), was eventually established in 1907.

A somewhat similar process of development occurred in the Public or General departments of the governments of Bengal, Madras and Bombay during the 19th century, except that Home departments in these Presidencies were not established until the 1920s and 1930s, and then their functions and positions within their respective secretariats were all somewhat different. Equally varied were the ways in which the various General, Public and Home departments developed in the other provincial governments. A full elucidation of all these administrative developments must await further systematic investigations of the Proceedings concerned.

In the absence of full administrative descriptions of the scope of many Proceedings series, researchers may in the first place either refer to the detailed IOLR Proceedings lists, which, despite their omissions, do sometimes supply useful cross-references to related series, or consult Foster's *Guide* which contains historical outlines of the development of the principal Indian secretariats down to 1858. Other publications issued by the National Archives of India and other record offices in South Asia provide helpful accounts of the development of the various

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administrations and indirectly serve to explicate the scope and arrangement of the Proceedings etc. held in London and the relationship between these materials and the main government archives in South Asia (*see* Bibliography, pp.298–299).

India Proceedings etc, 1834 – 1945

Approximately 9049 volumes or part-volumes.

The Government of India (ie. the Governor-General of India in Council) was established in 1834 according to the terms of the Charter Act of 1833 (3 & 4 Will.IV, c. 85). Before this — and since the Regulating Act of 1773 (13 Geo.III, c. 63) — the Governor-General of Fort William in Bengal had only exercised certain limited supervisory powers over the Presidencies of Madras and Bombay. The 1833 Charter Act not only increased these powers but in principle separated the Government of India (in which these powers were vested) from the Government of Bengal. Separate departmental Proceedings for India were accordingly started in 1834 although the full division of the India and Bengal secretariats was only effected in 1843. With the transfer of the Company's powers to the Crown in 1858, the Governor-General was also recognized as Viceroy, ie. the Queen's representative in India.

For earlier records, *see* under Bengal. *See* also Foster's *Guide*, pp.64–66.

Army, 1906 – 36

Listed under Military in IOR.

Civil Paymaster's Cash Account, 1856 – 57

Commerce, 1920 – 23

Includes Commerce; Commercial Intelligence; Customs Duties; Customs Establishment; Excise; Fisheries; Foreign Trade; General; Inland Navigation; Intoxicating Drugs; Lascar Seamen; Liquor Excise; Merchandise Marks; Merchant Shipping; Post and Telegraph Establishment; Post Office, Purchase Section; Shipping Control; Stamps; Statistics; Surplus Stores; Trade after War (including Cotton, Dyes, General, Hides and Leather, Imperial Preference and Wool); Trading by Foreigners; Weights and Measures, etc.

Listed under Commerce and Industry in IOR.

Commerce and Industry, 1905 – 20

Includes Carbide, 1905–15; Civil Aviation, 1919–20; Coal, 1917–20; Coal and Iron, 1905; Commerce and Trade, 1905–16; Commerce: War, 1918–20; Commercial Exhibitions, 1905–20; Commercial Intelligence, 1917–

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20; Companies, 1913–16; Company Law, 1917–20; Cotton Duties, 1905–16; Customs, 1905–16; Customs Duties, 1917–20; Customs Establishment, 1906–20; Economic Products, 1905–10; Electricity, 1906–11; Emigration, 1905–20; Excise, 1910–19; Excise: General, 1920; Explosives, 1906–20; Factories, 1905–20; Fisheries, 1905–20; Foreign Trade, 1917–20; General, 1905–20; Geology and Minerals, 1905–17; Geology and Mines Establishment, 1918; Import and Export Regulations, 1917–20; Industries, 1906–20; Inland Navigation, 1917–20; Insurance, 1913–20; Inland/Internal Trade etc, 1905, 1917–20; Intoxicating Drugs, 1918–20; Inventions and Designs, 1905–11; Jutes, Hides and Wool, 1917; Lascar Seamen, 1918–20; Lighting of Coasts, 1905–16; Liquor Excise, 1918–20; Merchandise Marks, 1906–20; Merchant Shipping, 1905–20; Mineral Resources, 1917–20; Mines Regulations, 1917–20; Patents and Designs, 1913–20; Petroleum, 1905–20; Ports and Lighting, 1917–20; Ports, Port Dues and Pilotage, 1905–16; Post and Telegraph Establishment, 1914–20; Post Office, 1905–20; Post Office Establishment, 1911–13; Practical Arts and Museums, 1905–10; Purchase Schemes, 1918–20; Railways, 1905–08; Salt, 1910–16; Salt and Saltpetre, 1917–20; Salt Establishment, 1918–20; Shipping Control, 1918–20; Stationery and Printing, 1905–20; Statistics, 1906–20; Steam Boilers, 1905–20; Stores, 1905–18; Stores and Plant, 1917; Suspected Firms, 1919–20; Telegraphs, 1905–20; Telegraph Establishment, 1905–13; Trade after War, 1919–20 (including Cotton, Dyes, General, Hides, Skins, Leather, Imperial Preferences, Japanese Activities, Jute, Oleaginous Products, Rubber, Wool); Trading by Foreigners, 1917–19; Weights and Measures, 1905–20; Wheat, 1917–20.

Listed series in IOR extended to cover Departments of Commerce, 1920–23, Industries, 1921–23, and Industries and Labour, 1920–24.

Commercial, 1834 only.

Defence, 1936 only.

Listed under Military in IOR.

Eastern Settlements (Malacca, Penang and Singapore) Journals and Ledgers, 1865 – 67

Ecclesiastical, 1834 – 43

For later series *see* under Home.

Education, 1910 – 21

Archaeology and Epigraphy; Books and Publications; Census;

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Ecclesiastical and Examinations; Education; Education: General; Local Boards; Municipalities; Sanitary; Zoological Survey, 1916–21.

Includes Confidential series.

Education and Health, 1921 – 23

Archaeology and Epigraphy; Books and Publications; Census; Ecclesiastical and Examinations; Education; Education: General; Local Boards; Medical; Municipalities; Sanitary; Zoological Survey.

Includes Confidential series.

Education, Health and Lands, 1923 – 31

Books and Publications; Education; Education: General, 1923–30; Health (listed under Medical); Lands (listed under Land Revenue); Local Self-Government (listed under Local Boards); Overseas (listed under Emigration).

Includes Confidential series.

Finance, 1905 – 24

Accounts and Finance; Leave and Leave Allowances; Military Finance; Pay and Allowances; Pensions and Gratuities; Salaries, Establishments and Other Expenditure; Separate Revenue.

Includes Confidential series.

Finance and Commerce, 1879 – 1905

Accounts and Finance; Commerce and Trade, 1880–93; Leave and Leave Allowances; Mint and Currency, 1879 only; Pay and Allowances; Pensions and Gratuities; Salaries, Establishments and Other Expenditure, 1884–1905; Separate Revenue: Assessed Taxes, Customs, Excise, Miscellaneous, Opium, Post Office, Salt, Stamps, 1879–1905; Statistics, 1879; Statistics and Commerce, 1880–98 (with various sub-branches).

For later series *see* under Finance, and Commerce and Industry.

Financial, 1834 – 79

Accounts, 1859–76; Accounts and Finance, 1876–79; Establishments, 1860–63; Establishments and Expenditure, 1863 only; Estimates, 1859–65; Expenditure, 1864–79; Leave and Allowances, 1860–79; Loans, 1859–65; Mint, 1834–63; Mint and Currency, 1864–79; Miscellaneous, 1860–65; Pay and Allowances, 1876–79; Pensions and Gratuities, 1860–79; Separate Revenue: Abkaree, Assessed Taxes, Customs, Excise,

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(1876–79), Miscellaneous, Opium, Post Office (1868–79), Salt, and Stamps; Supplies, 1859–65.

For later series *see* under Finance and Commerce.

Foreign, 1843 – 1913

Establishment, 1908–13; Electric Telegraph, 1867–70; External, 1882–1913 (including various sub-branches between 1882 and 1884); Finance, 1861–82; Foreign, 1860–61; Frontier, 1884–1913; General, 1861–1913 (including various sub-branches between 1882 and 1884); Internal, 1882–1913 (including various sub-branches between 1882 and 1884); Judicial, 1861–82; Military, 1861–82; Political, 1843–59, 1861–82; Revenue, 1861–82 (including Revenue: Irrigation between 1869 and 1882); Secret, 1843–59.

Between 1843 and 1861 all the Foreign Department series are listed in IOR under Foreign and Political, except the Secret series, ending in 1859, which is separately listed.

For later series *see* under Foreign and Political.

Foreign and Political, 1914 – 21

Establishment: External; Frontier; General; Internal; Reforms, 1920–21; War, 1915–20. The Foreign and Political series are listed under Foreign in IOR.

General, 1834 – 43

General, 1834–43 (listed as Public); Foreign, 1834–42.

For later series *see* under Home and Foreign.

General Journals and Ledgers, 1858 – 77

Home, 1843 – 79, 1881 – 1936

Archaeology and Conservation of Ancient Monuments, 1881–87; Archaeology and Epigraphy, 1905–10; Books and Publications, 1882–1910; Census, 1881–1910; Delhi, 1911–13; Ecclesiastical, 1843–79, 1881–1910; Education, 1858–79, 1881–1910; Electric Telegraph, 1858–67; Establishments, 1874–79, 1881–1936; Examinations, 1874–79, 1881–1910; Forest, 1881–86 (including Inspector General Forests); General, 1843–47 (listed as Public); Jails, 1888–1936; Judicial, 1843–77, 1881–1936; Legislative, 1843–54, 1861–69; Local Boards, 1889–1910; Marine, 1843–67; Medical, 1873–79, 1881–1921; Municipalities, 1876–79, 1881–1910; Patents, 1874–79, 1881–88; Police, 1862–79, 1881–1936; Political, 1907–21, 1925–35; Port Blair, 1871–79, 1881–1921; Post Office, 1858–67;

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Public, 1847–79, 1881–1936; Revenue, 1843–71; Sanitary, 1868–71, 1873–79, 1881–1910; Separate Revenue, 1843–63; Upper Burma, 1886–88.

Includes Confidential series.

For Home Department 1879–81 *see* under Home, Revenue, and Agriculture.

Home, Revenue and Agriculture, 1879 – 81

Agriculture and Horticulture; Census, 1880–81; Ecclesiastical; Education; Education: Industry, Science and Art (listed under Industrial Arts, Museums and Exhibitions); Emigration; Establishments and Examinations; Famine; Judicial; Medical; Meteorology; Minerals; Muncipalities; Patents; Police; Port Blair; Public; Revenue; Sanitary; Surveys.

For later series *see* mainly under Home, and Revenue and Agriculture.

Industries, 1921 – 23

Includes Chemicals; Electricity; Establishments; Explosives; Factories; Geology and Mines; General; Industrial Exhibitions; Industrial Intelligence; Industries; Labour; Leather; Mineral Resources and Mines Regulations; Petroleum; Steam Boilers; Stores; Tea Cess; Technical Education, etc.

Includes Confidential series. Mainly listed under Commerce and Industry in IOR.

Industries and Labour, 1923 – 24

Mainly listed under Commerce and Industry in IOR.

Industries and Munitions, 1920 – 21

Listed under Commerce and Industry in IOR.

Judicial, 1834 – 43

For later series *see* under Home.

Legislative, 1869 – 1924

Includes Confidential series.

Marine, 1838 – 43

For later series *see* under Home.

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Military, 1834 – 1936

Military, 1834–1936; Military Works, 1882–1906. Listed series extended to cover Army Department, 1906–36; Defence Department, 1936 only; Military Supply Department, 1906–09; Military Works, 1906–09.

Military Supply, 1906 – 09

Listed under Military in IOR.

Munitions, 1917 – 20

Listed under Commerce and Industry in IOR.

Political, 1834 – 43

For later series *see* under Foreign.

Postal and Telegraph Journals and Ledgers, 1861 – 66

Public Works, 1855 – 1923

Includes Account, 1872–98 (with various sub-branches); Buildings and Roads, 1872–74 (with various sub-branches); Civil Works, 1874–1922 (with various sub-branches); Establishments, 1872–1922 (with various sub-branches); Famine, 1877–78; Forests, 1865–71; General, 1880–1904; Military Works, 1874–81; Railways, 1872–1905 (with various sub-branches. Listed separately from 1899), etc.

Includes Confidential series.

For later Railways series *see* under Commerce and Industry, and Railway.

Railway, 1908 – 23

Includes Account, 1908–23; Construction, 1908–15; Establishment, 1908–23; Finance, 1916–23; General, 1908–23; Project, 1908–22; Registrar, 1916–23; Statistics, 1908–23; Stores, 1908–23; Traffic, 1908–23; Ways and Works, 1916–22, etc.

Includes Confidential series.

Revenue, 1834 – 43

For later series *see* under Home.

Revenue, Agriculture and Commerce, 1871 – 79

Agriculture and Horticulture (including Famine between 1873 and 1877); Commerce and Trade; Customs and Salt; Emigration; Establishments and Examinations; Fibres and Silk; Fisheries; Forests; General; Industrial

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Arts, Museums and Exhibitions, 1871–75; Industry, Science and Art, 1876–79; Land Revenue and Settlements; Marine Casualties etc, 1878–79; Marine Surveys, 1878–79; Meteorology; Minerals and Geological Survey; Municipalities, 1871–76; Opium, 1872–76; Sanitary, 1871–73; Statistics; Studs, Cattle Breeding and Cattle Disease (listed under Civil Veterinary Administration); Surveys; Takavi. For later series *see* mainly Revenue and Agriculture, and Finance and Commerce.

Revenue and Agriculture, 1881 – 1923

Agriculture; Archaeology, 1888–94; Archaeology and Conservation of Ancient Monuments, 1881–87; Archaeology and Epigraphy, 1895–1905; Cattle Breeding and Cattle Disease, 1881–89 (listed under Civil Veterinary Administration); Civil Veterinary Administration, 1895–1923; Commercial Exhibitions, 1895–1905; Economic Products, 1895–1905, 1910–23; Emigration, 1881–1905; Exhibitions, 1881–82; Famine, 1881–1923; Fibres and Silk, 1881–94; Fisheries, 1881–1904; Forests, 1887–1923 (including Inspector-General of Forests, 1887–1904); General, 1881–1922; Geology and Minerals, 1895–1904; Horse Breeding and Agricultural Stock, 1890–94; Inventions and Designs, 1895–1905; Land Revenue, 1895–1923; Local Surveys, 1895–1923; Meteorology, 1881–1923; Minerals, 1881–94; Museums and Exhibitions, 1882–94; Patents, 1881–94; Practical Arts and Museums, 1895–1905; Revenue, 1881–94; Statistics, 1882–98; Surveys, 1881–94.

Includes Confidential series.

Secret, 1834 – 43

For later series *see* under Foreign

Separate Revenue, 1834 – 43

For later series *see* under Home.

Note: There are also a few unlisted India Proceedings files and indexes for the period 1936–45.

Agra Proceedings etc, 1833 – 36

63 volumes.

The Presidency of Agra headed by a Governor came into existence in 1834 under the Charter Act of 1833 (3 & 4 Will. IV, c 85). It was transformed into the Lieutenant-Governorship of the North-Western Provinces in 1836 (following 5 & 6 Will. IV, c 52).

Agra comprised the Upper Provinces of the Bengal Presidency extending as far as Delhi and Ajmer — territories acquired variously

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from the Nawab of Oudh, the Marathas and the Nepalese between 1775 and 1818.

For earlier records *see* under Bengal and for later series *see* under North-Western Provinces. *See* also Foster's *Guide*, pp.66–67.

Accounts, 1834–36
General Journals and Ledgers, 1833
Political, 1834–36
Separate Revenue, 1834–36
Sudder Board of Revenue: Customs, 1836
General, 1834–36
Judicial (with sub-series), 1834–36
Revenue, 1834–36
Sudder Board of Revenue, 1836

Assam Proceedings, 1874 – 1905, 1912 – 31

Approximately 461 volumes or part-volumes.

The settled areas of Assam were ceded by the Burmese in 1826. Thereafter (until 1874) the Assam territories — gradually augmented by various hill and tribal areas — were administered as part of Bengal. In 1874 Assam became a Chief Commissionership and remained so until 1905 when it was combined with part of Bengal to form the new Lieutenant-Governor's province of Eastern Bengal and Assam (*see* below). In 1912 it was once more separated from Bengal and reconstituted as a Chief Commissionership. Between 1921 and 1947 it was given the status of a Governor's province.

For earlier records *see* under Bengal. For Assam Proceedings, 1905–12 *see* under Eastern Bengal and Assam.

Agriculture (with sub-series), 1912–14
Appointment and Political (with sub-series), 1921–31
Education (with sub-series), 1912–31
Financial (with sub-series), 1905, 1912–31
General (with sub-series), 1912–21
Home (including Confidential series), 1874–1905
Legislative, 1912–15, 1921–30
Medical (with sub-series), 1929–31
Appointment (with sub-series), 1912–21
Commerce and Industry, 1905
Finance and Commerce (including Confidential series), 1884–1905
Foreign (including Confidential series) 1884–1905
General and Judicial (with sub-series) 1912–31
Judicial (with sub-series), 1912–21
Local Self-Government (with sub-series), 1921–29
Military (including Confidential series), 1884–1905

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Municipal (with sub-series), 1912–21
Public Works (including Confidential and sub-series), 1884–1905, 1912–31
Revenue (with sub-series), 1912–31
Political (with sub-series), 1912–21
Revenue and Agriculture (including Confidential series), 1884–1905

Bengal Proceedings etc, 1704 – 1937

Approximately 14510 volumes or part-volumes.

Between 1633 and 1686 the East India Company maintained at various times several trading posts in Bengal and Orissa, including Hariharpur, Balasore, Hugli, Casimbazar, Patna, Dacca and Malda. Of these, Hugli (established 1651) emerged as the principal centre with its Agent generally in charge of Company trade in the Bengal region. Except for two brief periods (1658–61 and 1682–84) the Hugli Agency remained generally subordinate to Fort St George (*see* under Madras) during the 17th century. Soon after the permanent establishment of the settlement at Satanati (Calcutta) in 1691, and the construction of Fort William there a few years later, the new headquarters in Bengal was fixed at Fort William, and by 1700 the Governor and President at Fort William was made independent of Fort St George.

During the 18th century the commercial and strategic importance of Calcutta gradually grew, whilst its political importance was immensely increased after the defeat of the Nawab of Bengal at Plassey (1757), the Company's acquisition of the Twenty-four Parganas and other districts, and, above all, by the grant of the *diwani* (ie. revenue authority) over Bengal, Bihar and Orissa in 1765. This basic change in the position of Calcutta was then reflected in the provisions of the Regulating Act of 1773 (13 Geo. III, c. 63), which appointed Warren Hastings, the Governor of Fort William, as the first Governor-General invested with certain supervisory powers over the Presidencies of Madras and Bombay. Thereafter, until 1833, the immediate dominions of the Bengal Government gradually expanded to include Benares (1775), the "Ceded and Conquered Provinces" of Oudh and Nagpur (1800–03), Kumaon (1816), the Saugor and Nerbudda territories (1817), Ajmer and Merwara (1818–20), and Arakan, Tenasserim and Assam (1826) etc.

The Charter Act of 1833 (3 & 4 Will. IV, c. 85) effected a major division in these territories by establishing the Presidency of Agra for the Upper Provinces (*see* under Agra), leaving the Lower Provinces to the Presidency of Fort William in Bengal. At the same time the Governor-General was appointed Governor-General of India, thus creating the Government of India over and above Bengal Presidency, for which, however, the Governor-General continued to be responsible as

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Governor, though empowered to appoint a Deputy Governor for that Presidency during his own absence (*see* under India). By 1843 separate secretariats for India and Bengal had also been set up. In 1854 (following the India Act of 1853) it was decided to complete the process of differentiating Bengal from India by appointing a separate Lieutenant-Governor for Bengal, with the Governor-General no longer acting as its Governor. Bengal continued to be administered in this fashion until 1905 when the province was divided, with the eastern part combined with Assam to form the new Lieutenant-Governorship of Eastern Bengal and Assam, and the remainder of Bengal continuing under its own Lieutenant-Governors. On the reunification of Bengal in 1912 and the formation of the separate provinces of Assam and Bihar and Orissa, Bengal was once more raised to Presidency status with its own Governor.

For earlier records, *see* under G, Factory Records (especially G/2, 6, 7, 15, 16, 20, 23, 25, 27 and 28). For the Proceedings etc. of the Governor-General of India in Council from 1834 onwards, *see* under India. For the period 1905–12, *see* under Eastern Bengal and Assam. *See* also Foster's *Guide*, pp.36–64.

Appointments, 1866–85, 1905–36 (*see* also General, and Judicial)

Archaeology, 1905–36 (*see* also Public Works)

Calcutta Port Trust, 1870–97 (*see* also Marine)

Cash Account of the House Assessment, 1825–37

Colonial (various series), 1812–15

Commercial, 1801–34

Commercial and Shipping, 1789–1800

Commercial Reports, 1795–1858

Courts: Mayor's Court, Sudder Dewanny Adawlut, Sudder Dewanny Nizamut, Supreme Court (various records), 1727–1801

Durbar Accounts, 1825–26

Durbar Political Journals and Ledgers, 1826–59

Ecclesiastical, 1815–73, 1885 (*see* also General)

Education, 1843–52, 1859–85 (*see* also General)

Emigration, 1866–85 (*see* also General and Revenue)

Financial etc (with numerous and varied sub-series), 1810–54, 1857, 1859–1936 (*see* also Emigration, Jails, Medical, Public Works, Revenue, Sanitation, and Statistics)

Foreign, 1781–86, 1790–1842 (*see* also Colonial, and Secret and Foreign)

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General (with sub-series), 1859–1936 (*see* also Ecclesiastical, Education, Emigration, Financial, Public, Registration, and Revenue)

General Journals and Ledgers, 1704–1879

Industry, Science and Art (with sub-series), 1872–78 (*see* also Revenue)

Irrigation (with sub-series), 1872–1936 (*see* also Public Works)

Jails, 1873–85 (*see* also Judicial, and Political)

Judicial (with numerous and varied sub-series), 1791–1936 (*see* also Appointments, Jails, Police, Political, Registration and Revenue)

Law, 1777–1834

Legislative, 1911–36

Marine (with sub-series), 1834–1936

Marine Paymaster's Journals and Ledgers, 1833–63

Medical, 1860–90 (*see* also Municipal, and Financial)

Military, 1771–86, 1794–1834, 1906–36 (*see* also Public Works, Secret and Military, and, from 1834, India Military)

Military Board of Ordnance Reports, 1855–57

Military Estates Correspondence, 1853–59

Military Journals and Ledgers, 1852–56, 1858–72

Mint, 1832–54

Mint Committee (with sub-series), 1814–58

Miscellaneous, 1761–62, 1773–74, 1777

Municipal (with numerous and varied sub-series), 1873–1936 (*see* also Marine, Medical, Sanitation etc.)

Mysore Princes Account Current, 1826–59

Naval Storekeeper's Journals and Ledgers, 1833–57

Persian Correspondence, 1788–1824

Police, 1873–83, 1911–36 (*see* also Judicial, and Political)

Political (with varied sub-series), 1789–1844, 1852–55, 1905–36 (*see* also Colonial, Judicial, Public, also, from 1834, India Political)

Public, 1704–1858 (*see* also General and from 1834, India Public)

Public Works (with sub-series), 1855–1936 (*see* also Archaeology, Marine, and Military)

Railway, 1845–1936

Registration, 1873–85 (*see* also General, and Judicial)

Revenue, Committee of Circuit, 1772–73

Revenue (with numerous and varied sub-series from 1873

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onwards), 1773–1936 (*see* also Archaeology, Emigration, Financial, General, Industry, Science and Art, Judicial, and Statistics)

Revenue: Bihar and Orissa, 1816–22 (*see* also Revenue, Board of: Central Provinces)

Revenue, Board of, etc. (with sub-series), 1786–1855

Revenue, Board of: Ceded and Conquered Provinces (with sub-series), 1803–33 (*see* also Agra Sudder Board of Revenue)

Revenue, Board of: Ceded and Conquered Provinces, Customs (with sub-series), 1807–33 (*see* also Revenue, Board of: Miscellaneous)

Revenue, Board of: Miscellaneous (with numerous and varied sub-series), 1760–1859

Revenue, Calcutta Committee of, 1771–85

Revenue: Ceded Provinces (with sub-series), 1803–05 (*see* also Revenue)

Revenue: Central Provinces (with sub-series), 1822–29 (*see* also Revenue: Bihar and Orissa)

Revenue: Salt, Opium etc. (with numerous and varied sub-series), 1791–1820, 1828–41, 1857–59 (*see* also Revenue, and Separate, Salt and Opium)

Sanitation, 1868–86 (*see* also Medical, and Municipal),

Scarcity and Relief, 1873–77 (*see* also Revenue)

Secret, 1772–73, 1778 (*see* also Secret and Military)

Secret and Foreign, 1787–89 (*see* also Foreign)

Secret and Military (with sub-series, 1756–93 (*see* also Military)

Secret and Political (with sub-series, Secret only from 1790), 1786–1834 (*see* also Colonial, Political and Secret, also, from 1834, India Secret)

Separate, Salt and Opium (with sub-series), 1819–52 (*see* also Revenue: Salt, Opium etc)

Statistics (with sub-series), 1868–1901

Steam, 1836–40

Treasury Cash Accounts, 1833–62

Note: There are also a few unlisted Bengal Proceedings files for the year 1937.

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Bihar and Orissa Proceedings, 1912 – 31

Approximately 589 volumes or part-volumes.

Bihar and Orissa were both separated from Bengal in 1912 and formed into a Lieutenant-Governor's province and later (in 1920) into a Governorship. In 1936 Bihar and Orissa were divided, each being constituted as Governor's provinces.

For earlier records *see* under Bengal.

Agriculture, 1912–31
Appointments, 1912–31
Archaeology, 1912–22
Books, Census and Treasure Trove, 1913–31
Commercial (with sub-series), 1912–31
Education (with sub-series), 1912–31
Finance (with sub-series), 1912–31
Financial: Miscellaneous, 1912–31
Forest, 1912–31
Judicial, 1912–31
Medical and Jails, 1912–31
Municipal (with sub-series), 1912–31
Political (with sub-series), 1912–31
Public Works (with sub-series), 1912–31
Public Works: Marine, Railways and Irrigation, 1912–31
Registration and General, (with sub-series), 1912–31
Revenue: Land Revenue, 1912–31
Revenue: Land Revenue Miscellaneous, 1912–31
Revenue: Separate Revenue, etc, 1912–31

Bombay Proceedings etc, 1702 – 1931

Approximately 8177 volumes or part-volumes.

The East India Company's earliest activities in western India were centred on Surat where the Company was given powers to trade in 1613. During the first half of the 17th century a number of factories were established for varying periods from the base at Surat not only in western India (eg. Ahmedabad and Broach) but also in the interior of the sub-continent as far as Agra, in the Persian Gulf (Gombroon and Basra) and in the Red Sea (Mocha).

The island of Bombay was leased to the Company by Charles II in 1668, having been originally acquired by the Crown as part of the dowry of Charles's Portuguese queen in 1661. By 1687 Bombay had replaced Surat as the Company's headquarters Presidency in western India. During the 18th century Bombay did not develop as fast as Fort

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William or Fort St George and it was not until the beginning of the 19th century that the territories controlled from it began to extend beyond the confines of a few coastal settlements. Most notably, in 1817–18, as a result of the collapse of the Maratha Confederacy, a large number of districts formerly subject to the Peishwa were annexed. These included Poona, Ahmadnagar, Noriah, Sholapur, Belgaum, Koladji, Dharwar, Ahmadabad, and the Konkan etc. Other Indian states were subsequently absorbed, and by 1847 Sind was also subordinated to Bombay (and remained so till 1936). Other additions included North Kanara district, transferred from Madras in 1861.

Between 1860 and 1897 the Bombay Proceedings are arranged slightly differently from the Proceedings of the Government of India. That is to say, they usually consist of "Tabular Abstracts" of routine correspondence, resolutions etc. supplemented by "Extracts" of more important papers printed in full. From 1897 the Bombay Proceedings are presented in the normal Indian pattern of Part A and Part B series (*see* above p.218).

For earlier records *see* under G, Factory Records (especially G/1, 3, 5, 8, 22, 31, 37 and 38). *see* also Foster's *Guide*, pp.81–91.

Accounts (with sub-series), 1833–60

Commercial, 1786–1836

Commerce, Internal and External, Reports, 1801–58

Courts (Appeals, Justice and Mayors's), 1723–97

Development, 1920–29

Ecclesiastical (including Confidential series), 1847–1931 (*see* also General)

Education (including Confidential series), 1825–27, 1860–1931 (*see* also General)

Famine, 1901–03 (*see* also Revenue: Famine)

Financial, 1811–1931

Financial: Postal Matters (with sub-series), 1905–19

General, 1823–1900 (*see* also Public)

General: Archaeology (including Confidential series), 1876–1931

General: Local Self-Government, 1893–1900 (*see* also Local Self-Government)

General: Medical, 1871–1900 (*see* also Medical)

General: Miscellaneous (including Confidential series), 1872–1931

General: Municipal, 1874–92 (*see* also General: Miscellaneous, and General: Local Self-Government)

General: Plague, 1898–1900

Indo-European Telegraph, 1869–72

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Journals and Ledgers (various series), 1702–1876

Judicial and Home (including Confidential series), 1918–31

Legislative, 1874–1900 (*see* also Judicial)

Letters received by and sent to the Governor (including translated summaries of vernacular letters), 1747–86, 1846–55

Marine (including Confidential series), 1818–1929

Military, 1788–1895

Plague, 1901–10 (*see* also General: Plague)

Political (including Confidential series), 1810–1931

Political, Secret and Select Committee, 1755–64, 1767–93

Public Works (with sub-series), 1855–1900

Public Works: Irrigation, 1873–87 (*see* also Public Works)

Public Works: Railway (including Confidential series), 1870–1931 (*see* also Public Works)

Revenue, 1779–84, 1786–1864

Revenue: Famine, 1896–1900 (*see* also Revenue: Lands, and Famine)

Revenue: Irrigation, 1868–74 (*see* also Revenue: Lands)

Revenue: Miscellaneous (including sub-series and Confidential series), 1864–1931

Judicial (including Confidential series), 1803–1917

Law, 1795–1802

Legislative and Legal (including Confidential series), 1907–31

Local Self-Government (including sub-series and Confidential series), 1901–31 (*see* also General: Local Self-Government)

Medical (including Confidential series), 1901–31 (*see* also General: Medical)

Mint, 1814–36 (*see* also Financial)

Police, 1852–54 (*see* also Judicial)

Political and Secret, 1794–1809

Public, 1704–32, 1735–44, 1746–1822 (*see* also General)

Public Works: General (including sub-series and Confidential series) 1901–31

Public Works: Military, 1906–10 (*see* also Public Works: General)

Public Works: Telegraph and Telephone (including Confidential series), 1905–31 (*see* also Public Works)

Revenue: Commerce and Industry (including sub-series and Confidential series), 1905–27

Revenue: Forests (including Confidential series), 1864–1931

Revenue: Lands (including sub-series and Confidential series), 1864–1931

Revenue: Registration (including sub-series and Confidential series), 1872–1930

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Secret, 1809–57 (*see* also Political and Secret

Steam, 1837–39

Burma Proceedings etc, 1864 – 1924

Approximately 894 volumes or part-volumes.

In 1826 Arakan and Tenasserim were ceded by the Burmese and placed under the control of the Bengal Government. Arakan remained under Bengal until 1862 but responsibility for Tenasserim was divided between the Governments of India and Bengal between 1834 and 1854. In 1852 Pegu and Martaban were annexed, the former being headed by a Commissioner directly under the Indian Government, whilst the latter area was initially entrusted to the Commissioner of Tenasserim. From 1852 the Tenasserim Commissioner was made entirely subordinate to India; and from 1862 the whole administrative structure was simplified by amalgamating the three divisions of Pegu, Arakan and Tenasserim under a Chief Commissioner for British Burma — which thus formed a new province of British India. In 1886 Upper Burma was added to the charge of the Chief Commissioner, the province itself then being simply designated as Burma. Burma became a Lieutenant-Governor's province in 1897, a Governor's province in 1923, and was finally separated from India in 1937, the Governor being thereafter answerable to the Secretary of State for Burma in London.

For earlier records *see* under India and Bengal. *See* also under M, Burma Office Records.

Appointments, 1892–1922 (*see* also Home)

Arts and Museums, 1911–23

Commerce and Industry: Commerce, 1900–24

Commerce and Industry: General (with sub-series), 1907–24

Commerce and Industry: Industry (with sub-series), 1905–24

Commerce and Industry: Mines and Minerals, 1908–24

Education (with sub-series), 1900–24

Finance (with sub-series), 1900–24

Finance and Commerce, 1885–99 (*see* also Commerce and Industry: Commerce, and Finance)

Foreign and Political, 1884–1924

Forest, 1884–1924

General (with sub-series), 1900–24 (*see* also Home)

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General Journals and Ledgers, 1864–77

Judicial and Legislative, 1900–24 (*see* also Home)

Military and Marine (including Confidential Military series), 1884–1923

Municipal and Ecclesiastical, 1900–24 (*see* also Home)

Post and Telegraph, 1910–23

Railway, 1900–24 (*see* also Public Works)

Revenue, Land Acquisition and Agriculture, 1908–24

Home (with numerous sub-series), 1871–99 (*see* also Education, General, Judicial and Legislative, Medical, Municipal and Ecclesiastical, Police, etc)

Medical (with sub-series), 1900–24 (*see* also Home)

Miscellaneous (including Confidential series), 1892–1924

Police (including Confidential series), 1892–1924 (*see* also Home)

Public Works (with sub-series), 1872–1923

Revenue and Agriculture, 1886–1924

Central Provinces Proceedings etc, 1864 – 1922

Approximately 476 volumes or part-volumes.

The Chief Commissionership of the Central Provinces was formed in 1861 partly out of the Saugor and Nerbudda territories previously administered through the North-Western Provinces and partly out of the Nagpur region which had been annexed in 1853. In 1902 the Hyderabad Assigned Districts (or Berar) were also transferred to the Central Provinces. The Central Provinces became a Governor's province in 1920.

For earlier records *see* India, and North-Western Provinces.

Agriculture and Forest, 1900–22 (*see* also Revenue and Agriculture)

Commerce and Industry, 1900–22 (*see* also Finance and Commerce)

Finance, 1900–22

Foreign, 1884–1905

Home, 1872–1905

Local and Municipal, 1906–22 (*see* also Home)

Appointments, 1906–22 (*see* below Home)

Education and Medical (with sub-series), 1906–22 (*see* also Home)

Finance and Commerce, 1884–99

General Journals and Ledgers, 1864–78

Judicial (with sub-series), 1906–22 (*see* also Home)

Miscellaneous, 1906–17

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Police and General Administration, 1906–22 (*see* also Home)
Public Works (with sub-series), 1872–1922
Revenue and Scarcity and Separate Revenue, 1900–22
Political and Military, 1906–22 (*see* also Foreign)
Revenue and Agriculture, 1884–99
Survey and Settlement and Land Records, 1900–22 (*see* also Home)

Coorg Proceedings, 1872 – 1921

124 volumes or part-volumes.

Coorg was annexed in 1834 and placed under the Commissioner of Mysore. In 1869 a Chief Commissioner under the Government of India was made responsible for both Coorg and Mysore and continued to act for both areas until 1881 when he was designated Resident in respect of Mysore following the transfer of the administration of the state to the Maharaja. The Chief Commissioners for Coorg also acted as Residents in Mysore until Independence.

For earlier records *see* under India.

Forests, 1884–1921
Public Works, 1872–1921
Home, 1872–1921

Delhi Proceedings, 1913 – 31

13 volumes or part-volumes.

The Chief Commissionership of Delhi was constituted in 1912 after the transfer of the capital from Calcutta. There is just one series of Proceedings for this administration.

For other Proceedings *see* under India.

Eastern Bengal and Assam Proceedings, 1905 – 12

Approximately 221 volumes or part-volumes.

This Lieutenant-Governor's province was created in 1905 from an amalgamation of part of Bengal with Assam. Bengal was reunited in 1912, and Assam then reverted to being a Chief Commissionership.

For Proceedings before 1905 and after 1912 *see* Bengal and Assam.

Agriculture (with sub-series), 1910–12
Education (with sub-series), 1908–12
Appointment (with sub-series), 1905–12
Financial (including sub-series and Confidential series), 1905–12

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General (including sub-series and Confidential series), 1905–12
Legislative, 1910–12
Police (including sub-series and Confidential series), 1911–12
Public Works (with sub-series), 1905–12
Judicial (including sub-series and Confidential series), 1905–12
Municipal (including sub-series and Confidential series), 1905–12
Political (including Confidential series), 1905–12
Revenue (including sub-series and Confidential series), 1905–12

Hyderabad Proceedings, etc, 1865 – 1906

Approximately 174 volumes or part-volumes.

The Hyderabad Assigned Districts in Berar were made over by the Nizam in 1853. They were then administered by the Resident in Hyderabad until 1902 when the Districts were leased in perpetuity by the Nizam and transferred to the government of the Central Provinces. *See* also Central Provinces.

For earlier records *see* under India.

Finance and Commerce, 1884–1906
Forests, 1884–1903
Journals and Ledgers, 1865–73
Revenue and Agriculture, 1884–1904
Foreign, 1884–1906
Home, 1871–1903
Public Works (with sub-series), 1872–1903

Madras Proceedings, etc, 1702 – 1944

Approximately 11674 volumes or part-volumes.

During the early 17th century the East India Company acquired several factories for trading on the southeast coast of India, including Masulipatam, Petapoli and Armagon. The settlement at Madras was established in 1640 and, under the name of Fort St George given in 1641, it became the headquarters of the Company's trade on the Coromandel Coast, and was even for a brief spell (1652–55) made responsible for all the Company's "southern factories", including Bantam. It was not, however, until 1684 that it was more or less permanently raised to the level of Presidency with its Governor in charge not only of trade in the neighbouring coast but also temporarily for the factories further north in Bengal (until 1700). Before the end of the 17th century other factories on the Coromandel Coast — Fort St David and Porto Novo — were also acquired.

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During the first half of the 18th century Fort St George, like Fort William in Bengal, developed in wealth and commerce until it was captured by the French in 1746 when the Company's headquarters was transferred to Fort St David. Restored to the Company in 1749, Madras was once more re-established as Presidency in 1752. In the course of the next half century the areas controlled by Madras expanded considerably to cover the Northern Circars (1759), various districts taken from Tipu Sultan in 1792 and 1799 (Salem, Malabar, Madura, North Arcot, Kanara, Coimbatore, and Nilgiris), Tanjore (1799), districts ceded by the Nizam (1800), and the Carnatic territories of the Nawab of Arcot (1801).

The territories subject to Madras Presidency were thus broadly consolidated by the beginning of the 19th century, though some additions were made during the 1830s, and later on certain districts were transferred, viz. North Kanara to Bombay (1861) and Ganjam and Vizagatapatam to Orissa (1936).

From about 1887 onwards the Madras Proceedings were printed and presented in a slightly different form from the Proceedings of the Government of India. Thus they then consist of "Press" Proceedings printed in full and corresponding to the Indian Part A series, plus printed summaries of papers classed as "Miscellaneous" and "Routine", roughly equivalent to the Indian Part B series (*see* above p.218).

For earlier records *see* G, Factory Records (especially G/11, 13, 14, 18, 24, 26, 30, 39, 40). *See* also Foster's *Guide*, pp.69–81.

Commerce, External and Internal, Reports, 1802–53
Country Correspondence, 1808–20
Ecclesiastical, 1818–1936
Equipment of Troops against the King of Ava, 1824–30
Financial: Book Branch and Pension, 1901–36
Home (Confidential series), 1916–19
Judicial (including Confidential series), 1799–1929
Legislative (including Confidential series), 1863–1936
Commercial, 1815–48 (*see* also Public)
Development, 1921–36
Education (including Confidential series), 1861–1936 (*see* also Public)
Financial (including Confidential series), 1811–1936
Foreign, 1816–47 (*see* also Political)
Journals and Ledgers (various series), 1702–1876
Law (with sub-series), 1815–36, 1921–36
Local, (including Confidential series), 1901–36 (*see* also Municipal: Local and Plague)

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Marine, 1838–1936 (*see* also Public)

Medical, 1916–36

Military and Political, 1788–1800 (*see* also Political)

Municipal (including Confidential series), 1901–36

Plague, 1901–20 (*see* also Municipal: Local and Plague, and Medical)

Political (including sub-series and Confidential series), 1800–1936 (*see* also Military and Political)

Public Works (including sub-series and Confidential series), 1855–77 (*see* also Revenue, Public Works, Revenue Board: Public Works etc)

Public Works: Irrigation, 1877–1936

Railway, 1853–1900

Revenue: Assigned (with sub-series), 1782–85

Revenue Finance: Separate Revenue, 1915–25

Revenue Board (including Confidential series), 1786–1887

Revenue Board: Land Revenue, 1887–1900

Revenue Board: Public Works, 1834–45

Revenue Board: Separate Revenue, 1887–1936

Select Committee, 1755–58, 1761–62, 1769–75, 1778–84 (*see* also Military and Secret)

Mayor's Court, (with sub-series), 1727–28, 1731–36, 1740–45, 1753–79, 1782–91

Military, 1800–95

Military and Secret (with sub-series), 1759–78, 1785–88 (*see* also Select Committee)

Municipal, Local and Plague, 1885–1900 (*see* also Local, Municipal, and Plague)

Police Committee, 1814 (*see* also Judicial, and Political)

Public (including sub-series and Confidential series), 1705–46, 1750–1936

Public Works: Buildings and Roads (with sub-series), 1877–1936

Public Works: Railway, 1901–36

Revenue (including Confidential series), 1774–1936

Revenue: Famine, 1877–78

Revenue: Public Works, 1843–54 (*see* also Revenue Board: Public Works)

Revenue Board: Assumed Revenue (with sub-series), 1790–94

Revenue Board: Land Revenue, Forest and Court of Wards, 1901–36

Revenue Board: Revenue Settlement, Land Records and Agriculture, 1887–1936

Secret, 1796–1850 (*see* also Military and Political, Military and Secret)

Special Commission for the Settlement of the Permanent Land Revenue, 1802–03

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Tanjore and the Jaghir (with sub-series), 1771, 1782–87, 1790–94, 1799, 1802–03

Telegraph, 1869–70 (*see* also Public Works)

Note: There are also a few unlisted Madras Proceedings files for the period 1936–44.

Mysore Proceedings, 1872 – 83

Approximately 49 volumes or part-volumes.

Mysore was administered by Commissioners under the Governor-General between 1831 and 1869. In 1869 a Chief Commissioner for the territory was appointed who was also responsible for Coorg (*see* above). With the transfer of the government to the Maharaja in 1881, the Chief Commissioner thereafter became Resident in the state. *See* also under R/2.

For earlier records *see* under India.

Education, 1873–83
Financial, 1872–83
General, 1872–83
Military, 1873–83
Revenue, Agriculture and Commerce, 1872–83
Famine, 1877–78
Forests, 1873–77
Judicial, 1872–83
Public Works (with sub-series), 1872–83

North-West Frontier Province Proceedings, 1901 – 15

15 volumes or part-volumes.

This province was created in 1901 under a Chief Commissioner and Agent to the Governor-General. It was made up of various districts of Punjab (Hazara, Peshawar, Kohat, and parts of Bannu and Dera Ismail Khan) plus the Frontier Political Agencies. In 1932 the NWFP became a Governor's province.

For other records *see* under India and Punjab.

Chief Engineer: Public Works
Irrigation, 1901–15

North-Western Provinces Proceedings etc, 1836 – 77

Approximately 2069 volumes or part-volumes.

The Lieutenant-Governorship of the North-Western Provinces was constituted in 1836 in succession to the Presidency of Agra (*see* above). In addition to the Upper Provinces of the former Agra Presidency, the North-Western Provinces was originally responsible for the Saugor and Nerbudda territories (until 1843, and again from 1853 to 1861). Further

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areas in Jhansi, Jalaun and Hamirpur were added between 1840 and 1853. During the period 1858–71 the NWP also shed certain responsibilities to other governments, the Delhi territories being transferred to Punjab (1858), the Saugor and Nerbudda territories passed to the Central Provinces (1861) and Ajmer-Merwara formed into a new Chief Commissionership (1871).

For earlier Proceedings *see* Agra, and for later records *see* North-Western Provinces and Oudh. *See* also Foster's *Guide*, pp.67–69.

Accounts (various series), 1841–57
Financial, 1843–77
General, 1836–77
Irrigation, 1867–77 (*see* also Public Works)
Medical, 1872–77 (*see* also General)
Police, 1858–77
Public Works, 1854–77
Revenue (with sub-series), 1836–77
Separate Revenue, 1836–77
Sudder Board of Revenue: Customs, 1836–58
Educational, 1872–77 (*see* also General)
Forests, 1862–71 (*see* also Public Works)
General Journals and Ledgers, 1836–77
Judicial (with sub-series), 1836–77
Municipal, 1871–77 (*see* also General)
Political, 1836–77
Railway, 1859–65 (*see* also Public Works)
Sanitation, 1868–77 (*see* also General)
Sudder Board of Revenue, 1836–58

North-Western Provinces and Oudh Proceedings, 1877 – 1902

Approximately 485 volumes or part-volumes.

Between 1877 and 1902 the Lieutenant-Governors of the North-Western Provinces also acted as Chief Commissioners of Oudh (*see* below).

For earlier Proceedings *see* North-Western Provinces, and Oudh. For later Proceedings *see* United Provinces.

Appointments, 1884–1902
Financial, 1877–1902
General, 1877–1902
Judicial (with sub-series), 1877–1902
Local Self-Government, 1884–1902
Miscellaneous, 1884–1902
Educational, 1877–1902
Forest, 1878–1902
Irrigation, 1877–1902
Legislative, 1895–1902 (*see* also General)
Medical (with sub-series), 1877–1902
Municipal, 1877–1902

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Police, 1877–1902
Public Works (with sub-series), 1877–1902
Political, 1877–1902
Revenue (with sub-series), 1877–1902

Oudh Proceedings etc, 1864 – 77

26 volumes or part-volumes.

Oudh was annexed in 1856 and the former Resident there was made Chief Commissioner and Agent for the new province. Oudh continued to be administered in this way until 1877 when its Chief Commissioner was also appointed Lieutenant-Governor of the North-Western Provinces, thus bringing the two territories together.

For earlier records *see* India. For later Proceedings *see* North-Western Provinces and Oudh.

Home, 1871–77
Public Works and Railway, 1869–77
Journals and Ledgers, 1864–78

Port Blair and Nicobars Proceedings, 1876 – 1921

Approximately 45 volumes or part-volumes.

The Andamans were formally annexed in 1858, and the Nicobars were added in 1869. Port Blair, the penal settlement in the Andamans, was established in 1858. Between 1858 and 1864 the Superintendent of Port Blair was directly under the Government of India, after which he was for a few years mainly subordinate to the Chief Commissioner in Burma. From 1872 onwards the Superintendent was designated as Chief Commissioner of the Andaman and Nicobar Islands and acted directly under the Government of India.

See also India: Home Proceedings.

Proceedings of Superintendent, 1876–1921

Punjab Proceedings etc, 1848 – 1942

Approximately 851 volumes or part-volumes.

The Punjab, comprising the former Sikh dominions of Ranjit Singh, was annexed in 1849 and put under the control of a Board of Administration until 1853. From 1853 to 1859 it was governed by a Chief Commissioner, whose territories were extended from 1858 to include the area west of the Jumna which had previously formed part of the North-Western Provinces (*see* above). In 1859 Punjab became a Lieutenant-Governor's province, and from 1921 a full Governorship.

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The north-western districts of the province were detached in 1901 and converted into the new Chief Commissionership of the North-West Frontier Province (*see* above).

For earlier records *see* India, and also H, Home Miscellaneous Series (especially H/760–761). *See* also Foster's *Guide*, p.69.

Boards and Committees (various series), 1886–1936
Financial (with sub-series), 1871–1936
Foreign and Political (with sub-series), 1900–32, 1935–36
General Journals and Ledgers, 1849–78
Irrigation (with sub-series), 1873–1923
Marine, 1871–72 (*see* also Home)
Municipal, 1878–85 (*see* also Boards and Committees)
Public Works (with sub-series), 1864–1923 (*see* also Forests, and Irrigation)
Treasury, 1849–51
Education, 1862–1921 (*see* also Home)
Foreign (with sub-series), 1871–99
Forests, 1871–1932 (*see* also Public Works)
Home (with sub-series), 1871–1936
Judicial, 1869–71 (*see* also Home)
Medical and Sanitary, 1870–71 (*see* also Home)
Police, 1870–1903
Revenue and Agriculture (with sub-series), 1871–1932

Note: There are also a few unlisted Punjab Proceedings files for the period 1936–42.

United Provinces Proceedings, 1902 – 1943

Approximately 696 volumes or part-volumes.

In 1902 the separate post of Chief Commissioner of Oudh was abolished and the Lieutenant-Governor of the North-Western Provinces became equally responsible for Oudh, the resultant government being designated the United Provinces of Agra and Oudh. In 1921 the United Province became a Governor's province.

For earlier Proceedings *see* North-Western Provinces and Oudh.

Appointment (including sub-series and Confidential series), 1902–36
Financial, 1902–36
General Administration (including Confidential series), 1902–36
Education (with sub-series), 1902–36
Forest, 1902–36
Industries, (including Confidential series), 1908–36

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Irrigation (with sub-series), 1902–36
Legislative, 1902–36
Medical and Sanitation etc, 1902–36
Municipal, 1902–36
Political (including Confidential series), 1902–36
Revenue and Scarcity (including sub-series and Confidential series), 1902–36
Judicial (including Confidential series), 1902–36
Local Self-Government, 1902–36
Miscellaneous, 1902–22
Police (including Confidential series), 1902–36
Public Works (with sub-series), 1902–36
Separate Revenue (with sub-series), 1902–36

Note: There are also a few unlisted United Provinces Proceedings files for the period 1936–43.

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Q COMMISSION, COMMITTEE AND CONFERENCE RECORDS, c 1895 – 1947

Approximately 193 volumes, 74 boxes/bundles and 285 folders.

These records consist principally of papers, such as original proceedings, minutes of evidence, reports etc, produced by various bodies appointed to investigate and report on subjects of special concern to the India Office and the Government of India. Once such assignments were completed, the relevant papers were deposited in the India Office. Q also includes the proceedings of several international committees and conferences of interest to the India Office.

All these records have not yet been sorted or listed but so far the papers of the following bodies have been identified:

Royal Commission on the Administration of the Expenditure of India (the Welby Commission), 1895–1900

Royal Commission on the Public Services of India (the Islington Commission), 1912–13

Committee on State Technical Scholarships in India (the Morison Committee), 1913

Indian Industrial Commission, 1916–18

Imperial War Conference, 1918

Committee on India Office Organization (the Crewe Committee), 1919

Committee on Indian Students (the Lytton Committee), 1921–22

Royal Commission on the Superior Services in India (the Lee Commission), 1924

Royal Commission on Indian Agriculture, 1927–28

Indian Statutory Commission (the Simon Commission), 1928–29

Indian Round Table Conferences, 1930–32

Commission of Enquiry into the Cawnpore Riots, 1931

Indian Franchise Committee, 1932

Imperial Committee on Economic Consultation and Cooperation, 1933

Third International Locust Conference, 1934

Indian Delimitation Committee, 1935–36

Paris Peace Conference, 1946

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Far Eastern (Official) Committee of the Cabinet, 1946

Council of Foreign Ministers (Deputies), 1947

For other papers of commissions and committees, *see* L/F/10, L/PARL/2, V/4 and 26. Related materials may also be traced amongst the departmental papers of the India Office, according to subject (*see* L/E, L/F etc).

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R RECORDS TRANSFERRED LATER THROUGH OFFICIAL CHANNELS

These collections are sub-divided according to their main areas of origin as follows:

R/1 INDIA: CROWN REPRESENTATIVE'S POLITICAL DEPARTMENT RECORDS, 1880 – 1947

About 7,257 files/volumes and 163 boxes.

This collection was transferred to the Commonwealth Relations Office via the United Kingdom High Commission in New Delhi in 1947 and 1948. It consists of files and proceedings, mostly marked secret or confidential, relating to paramountcy (ie. the special authority exercised by the British Government, through the Viceroy in his capacity as 'His Majesty's Representative for the Exercise of the Functions of the Crown in its Relations with Indian States', over the Indian States as a whole), to the affairs of particular states and rulers, and to Honours and Political Service questions. The files originally formed part of the archives of the Government of India Foreign Department (1880–1914), Foreign and Political Department (1914–37), and Political Department under the Crown Representative (1937–47). Besides departmental minuting and notes, they contain correspondence with:

(a) residents in states or agencies,

(b) rulers of states, and

(c) the India Office

The files are arranged primarily by departmental branch and series. For other Proceedings of the Indian Foreign, and Foreign and Political Departments *see* under P, India Proceedings.

R/1/1 *Internal Branch, 1884 – 1947*

About 4,933 files.

The series includes proceedings and files of the following branches: Internal, Political, Reforms, Federation, Special, Internal A, Internal B, Internal C, Internal D and War; and miscellaneous papers.

R/1/2 *External Branch, 1904 – 36*

3 files.

These files are kept with the General Branch files. *See* R/1/4.

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R/1/3 ***Frontier Branch, 1910***

1 file.

Kept with General Branch files. *See* R/1/4.

R/1/4 ***General Branch, 1891 – 1947***

1,368 files.

The series includes proceedings and files of the following branches: General, Registrar's, Establishment, Accounts, Honours, Foreign Office, and Honours and Publications; and miscellaneous papers.

R/1/5 ***Miscellaneous Items***

Approximately 751 files/volumes and 163 boxes.

These comprise duplicates of files in R/1/1–4 and confidential prints concerning the Indian States etc. Multiple sets of C.L. Tupper's *Indian Political Practice* (Calcutta, 1895–1902) are included.

R/1/6 ***Crown Representative's Records, 1946 – 85***

205 files.

These are working papers relating to the disposal of the Crown Representative's records in 1946–47, their transfer to London and subsequent sorting and arrangement in the India Office Records.

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R/2 INDIA: CROWN REPRESENTATIVE'S RESIDENCY RECORDS, c 1789 – 1947

Approximately 1,370 boxes, 271 volumes.

These records, originally belonging to the offices of the residents and agents responsible for the relations with the Indian States, were transferred to the Commonwealth Relations Office via the United Kingdom High Commission in New Delhi in 1947 and 1948, at the same time as the collection of Crown Representative's Political Department Records (R/1). Broadly speaking, they consist of material about the internal affairs of particular states and the activities of their rulers, in the form of the local officers' notes, minutes and correspondence with the state authorities, the Government of India Political Department and the Political Departments of the appropriate provincial governments. The records are arranged according to the agencies and residencies to which they belonged in 1947, except that the records of the Baroda and Gujarat States Agency and the Western India States Agency have remained separate. The following information is intended to indicate only the general range of records available; further details will be provided when the collection as a whole has been properly surveyed and listed.

For related material *see* under P, India, Bombay and Madras Proceedings (especially the various Political and Foreign and Political series).

Baroda and Gujarat States Agency, c 1820 – 1947

67 boxes.

Central India Agency, c 1873 · · 1947

40 boxes.

Eastern States Agency, c 1909 – 47

22 boxes.

Gwalior Residency, Rampur and Benares, c 1789 – 1947

41 boxes.

Hyderabad Residency, c 1853 – 1947

24 boxes.

Kashmir Residency, c 1869 – 1947

26 boxes.

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Kolhapur and Deccan States Agency, 1823 – 1947

About 406 boxes.

These include large collections of Bombay Political Department records.

Madras States Agency, c 1808 – 1946

25 boxes.

Mysore Residency, 1799 – 1865

271 volumes.

The letter-books of the post-Seringapatam residency, and of the Residency Department of the Mysore Commission which succeeded it.

Mysore Residency, c 1880 – 1947

56 boxes.

The records of the post-Commission residency, and for the states of Banganapalle and Sandur under the political charge of the Resident. In addition to some pre-1880 material they include Kurnool and Bellary Collectorate files and Madras States Agency files transferred to Mysore from Trivandrum in 1939 along with the responsibilities for Banganapalle and Sandur.

Punjab Hill States Agency, c 1855 – 1947

3 boxes.

The records of the Political Agent for the Punjab Hill States, who was subordinate to the Resident for the Punjab States. There are no records from the Punjab States Agency proper in the collection.

Rajputana Agency, c 1836 – 1947

68 boxes.

Western India States Agency, c 1802 – 1947

About 577 boxes.

These include large collections of Bombay Political Department records.

Miscellaneous items

About 15 boxes.

These include Baluchistan Agency files, 1885–1944

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R/3 INDIA: OTHER RECORDS OF THE CENTRAL AND PROVINCIAL GOVERNMENTS, c 1899 – 1944

488 files/volumes.

These collections were mostly received shortly before or during the Transfer of Power in 1947.

R/3/1 *Central Government Records: Viceroy's Private Office, 1899 – 1948*

370 files/volumes.

These comprise the following series:

(a) Viceroy's Correspondence with Governors, etc, 1936–43. This is one of the sets printed for Lord Linlithgow (Viceroy from 1936 to 1943). *See* also above under L/P&J/5

(b) Files relating to the Transfer of Power, 1942–48

(c) Files relating to M.K. Gandhi and Civil Disobedience, 1922–46 (*See* A.K. Jasbir Singh, *Gandhi and Civil Disobedience: Documents in the India Office Records 1922–1946* (London, 1980))

(d) Files relating to Personnel and Miscellaneous Subjects, 1939–48.

(e) Honours Branch Files, 1899–1947

(f) Files of the Joint Private Secretary relating to Civilian Passages to Britain, 1946–48

R/3/2 *Provincial Government Records, 1932 – 47*

118 files.

These include a collection from the Bengal Governor's Secretariat relating mainly to political affairs (1932–47); also files of the Inspector-General of Police, Punjab, dealing with the enumeration of British subjects and foreigners.

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R/4 INDIA: BRITISH HIGH COMMISSION CEMETERY RECORDS, *c* 1870 – 1967

Approximately 864 files/volumes.

This collection was received from the British High Commission in New Delhi during 1972–73. It mainly consists of High Commission files about the maintenance of Indian cemeteries (1946–67), lists of inscriptions on tombs in various provinces, and registers and accounts of cemetery endowments (*c* 1870–1948) mostly kept by the local Public Works Department officials responsible for particular cemeteries throughout India.

R/5 NEPAL: KATHMANDU RESIDENCY RECORDS, *c* 1792 – 1872

115 volumes.

These records, which were received through the Foreign Office during the late 1950s, are divided into the following four main series:

(a) Letters received from the Government of India, 1792–1872

(b) Letters sent to the Government of India, 1801–69

(c) Miscellaneous Letters received, 1816–67

(d) Miscellaneous Letters sent, 1816–72

Later records of the Kathmandu Residency (from 1872 to 1922) are held by the National Archives of India in New Delhi.

R/6–7 Nil

R/8 BURMA: RECORDS OF THE GOVERNOR'S OFFICE, 1942 – 47

50 files/volumes.

These records, which were received through the Foreign and Commonwealth Office in 1969, consist of files from the Office of the Secretary to the Governor during the Burma Government's war-time exile at Simla, plus files of Sir R.M. MacDougall, Governor's Counsellor and confidential assistant.

Other records of the Burma Government-in-exile are held by the Public Record Office (FO 643).

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R/9 MALAYSIA: MALACCA ORPHAN CHAMBER AND COUNCIL OF JUSTICE RECORDS, *c* 1685 – 1835

98 boxes.

These records were donated to the India Office by the Government of the Straits Settlements in 1927. For the most part they are written in Dutch, and originated in the activities of the Orphan Chamber (*Weeskamer*), which was responsible for the care and education of orphans and other minors in Malacca, and the Council of Justice (*Raad van Justitie*) which exercised civil and criminal jurisdiction in Malacca. The bulk of them relate to the period 1785–1825 (ie. the last years of Dutch East India Company rule, the British occupation of 1795–1818 and the second Dutch administration of 1818–25).

The following are the main types of record for each court:

Orphan Chamber, Cash Books and Journals, Account Books, Rent Books, Interest Rolls, Bijlagen (Supplementary documents relating to court cases), Registers of Bonds, Correspondence with other Orphan Chambers in the Dutch East Indies and the Netherlands.

Council of Justice, Prothocol Books (Registers of legal acts sworn before public notaries), Transcripts of Civil Cases, Transcripts of Criminal Trials, Judicial Minutes, Estate Papers.

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R/10 CHINA: CANTON FACTORY RECORDS, 1623 – 1841

80 volumes.

Originating in the Company's factory at Canton, these records were transferred to the India Office through the Foreign Office in 1931. They relate primarily to the Company's trade in China, thus partly duplicating the China Factory Records series (*See* G/12). The principal constituents are as follows:

(a) Diaries, Letter-Books and Consultations of the Company's Supracargoes (ie. Superintendents of trade) at Canton and Macao, 1623–1803

(b) Secret Consultations of the Supracargoes Select Committee, 1796–1834

(c) Despatches from the Court of Directors, 1784–1833

(d) Despatches from the Secret Committee, 1816–27

(e) Miscellaneous entry books containing letters, journals and memoirs, 1656–1841

R/11 Nil

R/12 AFGHANISTAN: KABUL LEGATION RECORDS, 1923 – 48

207 files.

These are largely composed of subject files containing the original minuting of the staff of the British Legation, their correspondence with the Government of India, the Foreign Office, the India Office, the Government of the North-West Frontier Province and the Afghan Government. They were received via the Foreign and Commonwealth Office between 1965 and 1975. For further details *see* Lesley Hall, *A brief guide to the sources for the study of Afghanistan in the India Office Records* (London, 1981).

R/13–14 Nil

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R/15 PERSIAN GULF: RECORDS OF THE BUSHIRE BAHRAIN, KUWAIT, MUSCAT AND TRUCIAL COAST AGENCIES, 1763 – 1951

15,326 files/volumes.

These records were received via the Foreign and Commonwealth Office between 1957 and 1973. The main types of record included in each accumulation are set out below.

For the most part the material consists of correspondence between the residents/agents and the authorities to whom they were responsible (ie. the Government of Bombay, the Government of India, the India Office etc); also correspondence with subordinate officers or related authorities in the region as well as with local rulers and their officials and with non-official bodies such as oil or trading companies. Some Arabic documents are represented. For a detailed description *see* Penelope Tuson, *The records of the British Residency and Agencies in the Persian Gulf* (London, 1979).

R/15/1 *Bushire Political Residency Records, 1763 – 1948*

758 files/volumes.

(a) Letters received and sent, 1763–1849

(b) Subject Compilations, 1850–1918

(c) Subject Files, 1889–1948

(d) Miscellaneous printed material, 1883–1947

R/15/2 *Bahrain Political Agency Records, 1899 – 1951*

2022 files.

(a) Confidential Subject Files, 1899–1951

There are four main series

(b) English Office Subject Files, 1910–50

There are two series

(c) Vernacular Office Files, 1926–50

These contain Arabic letters and translations

(d) Miscellaneous Papers, mostly financial, 1900–51

(e) Public Relations Office File, 1945–46

(f) Government of India Official Publications, 1915–23

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R/15/3 ***Bahrain Agency Court Records, 1924 – 48***

11,586 files.

(a) Notes and General Correspondence, 1928–50

(b) Political Agent's Court: Case Files, 1924–48

Including civil, estate, insolvency, commercial and appeal cases, and execution suits

(c) Joint Court: Case Files, 1928–48

Including civil, criminal and appeal cases and execution suits

(d) Sessions Court: Case Files, 1933–47

Including appeal cases

(e) Chief Court: Case File, 1945

R/15/4 ***Trucial Coast Political Agency Records, 1930 – 51***

17 files.

These consist entirely of subject files.

R/15/5 ***Kuwait Political Agency Records, 1904 – 49***

397 files/volumes.

(a) Subject Files, 1904–49

There are three series

(b) Official Publications and Confidential Prints

See also J. Ashtiany, *The Arabic documents in the archives of the British Political Agency Kuwait, 1904–1949* (London, 1982).

R/15/6 ***Muscat Political Agency Records, 1867 – 1951***

546 files/volumes.

(a) General Correspondence, 1867–98

These are letters received and sent

(b) Subject Files, 1869–1951

There are two series

(c) Persian Gulf Administration Reports, 1873–1940

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R/16–18 Nil

R/19 EGYPT: RECORDS OF THE CAIRO, ALEXANDRIA AND SUEZ AGENCIES, 1832 – 70

27 volumes.

These records were deposited in the India Office during the late nineteenth century. Until recently they were included in the Egypt and Red Sea Factory Records series (*see* G/17). They mainly consist of the correspondence and accounts of various packet agencies maintained by the East India Company (and continued for a few years by the India Office) in Cairo, Alexandria and Suez. *See* also Foster's *Guide*, pp.95–96.

R/20 ADEN: RECORDS OF BRITISH ADMINISTRATION, 1837 – 1967

Approximately 12232 files/volumes and 120 maps.

These records received through the Foreign Office during 1966–67, belonged to successive British administrations in Aden between 1839 and 1967, viz:

The Political Agency (to 1854) and Political Residency (from 1854) under the Government of Bombay (1839–1932)

The Chief Commissionership under the Government of India (1932–37)

The Crown Colony under the Colonial Office (1937–63)

The High Commission under the Colonial Office and Foreign Office (1963–67)

The material is arranged in annual volumes of correspondence until around 1900 and then generally in subject files. Documents in Arabic as well as English are included. For further information *see* P.J. Tuson, *India Office Library and Records. Sources for Middle East Studies* (London, 1984).

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R/20/A ***Records of the Settlement of Aden, 1839 – 1937, and Protectorate Affairs***

5043 files/volumes.

These include records created by the Political Agency, 1839–54, the Political Residency, 1854–1932, the Chief Commissionership, 1932–37, and their dependent offices and agencies.

R/20/B ***Records of the Secretariat of the Colony of Aden, 1937 – 62***

3577 files.

Apart from the main archives originating in the Secretariat, this group includes files concerning the Aden Protectorate, Kamaran and Perim.

R/20/C ***Files of the Aden Protectorate, 1928 – 62***

2546 files.

These are the records of the Protectorate Secretary (renamed Political Secretary in 1932) and of Political Officers and Advisers in the Eastern and Western Aden Protectorates. The Protectorate Secretary was responsible for Protectorate and foreign affairs to the Resident under the direct control of the Colonial Office.

R/20/D ***Files of the High Commission for Aden, 1962 – 67***

449 files.

R/20/E ***Government of Bombay Political and Secret Department Files relating to Aden, 1837 – 1931***

317 volumes.

These records, which originated in the Bombay Political Department, were transferred to Aden in 1946.

R/20/F ***Maps, c 1860 – 1967***

About 120 items.

These are kept with the main Map Collection: *see* under W, Maps from other departments.

R/20/G ***Aden Library, c 1860 – 1967***

About 300 volumes.

Includes printed works on the Middle East, East Africa and India as well as official publications of the Aden Government.

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S LINGUISTIC SURVEY OF INDIA RECORDS, *c* 1900 – *c* 1930

74 boxes.

These records comprise the files of Sir George Grierson, Superintendent of the Linguistic Survey, 1898–1902. They consist mainly of his correspondence with various scholars and institutions, and files, containing basic research data, such as examples of Indian languages and dialects; also published and unpublished proofs for the Linguistic Survey of India. *See* also European Manuscripts D 478 and E 223.

T Nil

U DOCUMENTS IN ORIENTAL LANGUAGES, 1871 – 80

11 items.

This is a small artificial series, started in the 1960s but now largely discontinued. It is made up of documents in oriental languages which were too large to be kept in normal size volumes. After being removed and repaired, they were placed in folders and assigned the reference numbers of the volumes from which they were taken preceded by the letter U. The collection consists of Persian and Chinese documents originating in Political and Secret Department volumes (L/P&S/5 and 7).

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V OFFICIAL PUBLICATIONS, *c* 1760 – 1957

Approximately 70,000 volumes (including duplicates).

The official publications section contains the volumes which formed the reference collection maintained by the Record Department of the India Office. They provide near-comprehensive coverage of British Indian central and local government publications up to 1947 and also include British statutes, parliamentary journals, debates and papers and other British official publications relating to Indian affairs. The publications of the Indian states, with the exception of administration reports, are not generally to be found in the collection.

Other official publications, including confidential prints, are in the Proceedings (P) and in the Departmental Records (L), especially the Military Department Library (L/MIL/17), the Political and Secret Department Library (L/P&S/20) and the Parliamentary Branch Collections (L/PARL/2).

For further general information about the scope of these collections, *see* India Office Library and Records, *Official Publications* (London, 1984).

V/1 *British Acts, 1225 – 1957*

410 volumes.

Includes public acts 1225–1957 and statutory rules and orders relating to India 1934–1947.

V/2 *Parliamentary Journals, 1509 – 1957*

391 volumes.

The record of proceedings in Parliament. Up to 1835 some reports and papers were printed in full in the Journals.

V/3 *Parliamentary Debates, 1774 – 1956*

1,661 volumes.

There is a complete set of Hansard's Parliamentary Debates 1803–1956. Series covering the earlier period include Hansard's Parliamentary History and Stockdale's Parliamentary Register 1774–1813. There is a separate series of Debates and Questions on Indian Affairs 1884–1947.

V/4 *Parliamentary Papers, 1802 – 1955*

8,138 volumes.

Commons sessional papers 1802–1955 are complete and there is also an incomplete collection of Lords sessional papers relating to India 1802–

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1949. Earlier parliamentary papers on Indian affairs are included in the Parliamentary Branch Collections (L/PARL).

For published lists *see* East India (Parliamentary Papers) *Annual lists and general index of the Parliamentary Papers relating to the East Indies during the years 1801 to 1907 inclusive [1909];* also John Sims, *A List and Index of Parliamentary Papers relating to India 1908–1947* (London, 1981).

V/5 *London Gazette, 1756 – 1958*

735 volumes.

V/6 *India Office Serials, 1768 – 1948*

401 volumes.

These comprise serials published or printed by, or on behalf of, the East India Company and the India Office. They include lists of the Company's servants 1768–1799, the East India Register and Directory (later India List) 1803–1895, the India Office List 1886–1947 and the India Office Establishment 1884–1948. There are also sets of the home accounts 1805–1937 and the Selections from the Despatches of the Secretary of State to India 1858–1936, containing an annual collection of the more important despatches to the central and provincial governments.

V/7 *British Government Serials, 1792 – 1956*

340 volumes.

This is a miscellaneous collection of serials which originated in government departments other than the India Office. They include the Foreign Office series of British and Foreign State Papers 1792–1948, Hertslet's Commercial Treaties 1840–1924, civil and military estimates 1917–1953, Public Accounts Committee Reports 1937–1953 and Civil Service Commission Reports 1855–1938 concerning the examination and selection of Indian Civil Service candidates.

V/8 *Acts and Codes, 1780 – 1955*

516 volumes.

Collections of the acts, regulations and ordinances of the central and provincial governments, including a set of acts reprinted as modified by subsequent legislation. There are also successive editions of British Statutes relating to India, British Enactments in force in Native States, and provincial codes embodying the local and relevant central legislation.

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V/9 *Proceedings of Legislative Bodies, 1854 – 1955*

4,154 volumes.

Proceedings of the central and provincial Legislative Councils, the Council of State and the provincial Legislative Assemblies. Also included are the proceedings of the Constituent Assembly and Parliament of India 1946–51, the Pakistan Legislative Assembly 1948–1953, and the Chamber of Princes 1921–1946.

V/10 *Administration Reports, 1855 – 1957*

2,704 volumes.

The annual administration reports of the territories of British India provide a summary record of the main events and developments in each department of government. 'Red Letter' chapters of standing information on the history, geography and administrative framework are included decennially from 1872/73 to 1921/22. There is also an incomplete set of administration reports for many of the princely states.

V/11 *Government Gazettes, 1831 – 1947*

3,616 volumes.

Gazettes of India 1864–1947, Calcutta 1832–1947, Assam 1874–1947, Bihar and Orissa 1912–1947, United Provinces etc. 1850–1947, Fort St George 1932–1947, Bombay 1831–1947, Punjab 1872–1947, North-West Frontier Province 1932–1947, Central Provinces 1875–1947, Coorg 1885–1947, Sind 1869–1947, Burma 1875–1947.

V/12 *Histories of Services, 1875 – 1955*

434 volumes.

Annual compilation of the records of service of gazetted civil servants employed by the central and provincial governments.

V/13 *Civil Lists, 1840 – 1958*

1,276 volumes.

Seniority lists of the central and provincial governments' civil servants, normally issued quarterly and largely confined to gazetted officers.

V/14 *Statistical Serials, 1848 – 1957*

315 volumes.

The group is divided into five sections: general, prices and wages, agriculture, commerce and industry, and vital statistics. It includes

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Statistics (later Statistical Abstract) of British India 1877–1956, Prices and Wages in India 1876–1922, Agricultural Statistics of India 1884–1954 and production figures of coal, cotton, tea, coffee and rubber, as well as data on joint-stock companies, banks and insurance.

V/15 ***Census Reports, 1853 – 1944***

232 volumes.

As well as the decennial census of India 1871–1941, there are a few earlier provincial census reports.

V/16 ***Public Finance Serials, 1854 – 1957***

677 volumes.

These include the Civil Estimates 1865–1948 and Financial Statements and Budgets 1854–1957 which set out the planned public expenditure; the Finance and Revenue Accounts 1857–1947 recording the actual expenditure and receipts; and the scrutiny provided by the Auditor General's Appropriation Accounts and Audit Reports 1881–1952 and by the Public Accounts Committees' Reports 1921–1957. The series cover both central and provincial government finances.

V/17 ***Trade and Navigation Statements, 1840 – 1956***

906 volumes.

The main series covering the whole of British India relate to seaborne trade 1866–1956, external land trade 1878–1956, and internal rail and river trade 1888–1956. There are also annual statements of seaborne trade for the maritime provinces of Bengal, Madras, Bombay, Sind and Burma and some quarterly provincial internal trade returns.

V/18 ***Meteorological Serials, 1796 – 1950***

309 volumes.

In addition to the daily rainfall records 1891–1950, this section contains series of meteorological and astronomical observations, in particular those carried out at the Madras and Bombay observatories.

V/19 ***Survey of India Serials, 1870 – 1957***

252 volumes.

The series of reports on the operations of the Trigonometrical Survey are included as well as the tide tables of Indian ports 1880–1957 and the Records and Professional Papers series of the Survey of India.

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V/20 ***Geological Survey of India Serials, 1856 – 1956***

214 volumes.

These comprise the Records, Memoirs and Palaeontologia Indica series.

V/21 ***Archaeological Survey of India Serials, 1871 – 1956***

125 volumes.

The main series in this section are the 'Old Series' of reports by General Cunningham, the New Imperial Series and the Memoirs of the Archaeological Survey.

V/22 ***Law Reports, 1791 – 1947***

760 volumes.

These include the Indian Law Reports series 1876–1947 containing reports of the High Courts, and also reports of the earlier Sadr courts of Bengal, Madras, Bombay and North-Western Provinces 1791–1862, and of the Zillah courts of Bengal, Madras and North-Western Provinces 1846–1861.

V/23 ***Selections from the Records, 1849 – 1937***

346 volumes.

Miscellaneous papers and reports considered to be of public interest were published in series by the governments of India, Bengal, Madras, Bombay, North-Western Provinces and Punjab. The subject coverage is extremely wide; here it can only be noted that the Government of India series includes administration reports of political agencies, all series contain a number of departmental annual reports, and a high proportion of the Bombay series are land revenue settlement reports.

V/24 ***Departmental Annual Reports, 1831 – 1950***

4,500 volumes.

These reports on the workings of the various departments of the central and provincial governments are the source from which the annual provincial administration reports were compiled. Some reports of important departments such as revenue, education, police, public health and public works are very substantial volumes with extensive statistical appendices and subsidiary reports of districts or subordinate institutions.

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V/25 *Other Serial Publications, 1843 – 1957*

2,300 volumes.

All serials other than the categories listed above are arranged in a classified subject order within ten broad classes: general; law and law enforcement; civil and military administration; finance and revenue; natural and physical sciences; agriculture; products and trade; public works and communications; social and economic conditions; culture. There are approximately 370 titles which include catalogues of government publications from 1892, departmental journals, bulletins and records, conference proceedings, the Indian Postal Guide 1875–1956 and the Indian Trade Journal 1906–1947.

V/26 *Committee and Commission Reports, 1813 – 1948*

977 volumes.

This section contains reports of bodies appointed by both the home and the Indian governments to conduct enquiries into particular subjects. In many cases the evidence taken was printed and these volumes are also included. The arrangement is the same classified subject order as described in the preceding section. *See* also under L/F/10, L/PARL/2, Q and V/4.

V/27 *Monographs, 1774 – 1950*

About 12,300 volumes.

Most of these are non-serial items published for sale by the central and provincial governments in India but there are also a number which were printed for official use only as well as British government publications and books published commercially under the auspices of the India Office or the Government of India. The types of material include gazetteers, press lists of records, land revenue settlement reports, departmental codes and manuals, reports and authoritative works of scholarship. They are arranged in the same classified subject order as the two preceding sections.

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W, X, Y MAP COLLECTIONS, *c* 1700 – 1960

About 40,000 items.

The Map Collections include manuscript and printed maps, plans, charts, drawings, atlases and geographical memoirs. They relate principally to the Sub-continent, neighbouring areas and the sea routes to the East, but also extend to other parts of the world. Brief notes on the main collections are given below under W, X and Y.

The basis of the India Office reference collection (X) as it is now constituted is the accumulation of maps in the late 18th century resulting from the then rapid developments in accurate land and sea surveying; very few earlier maps survive. Thereafter, despite considerable efforts to maintain the collection (eg. in 1805), preservation was somewhat neglected particularly during the mid-nineteenth century concentration on cartographic publication. The arrangement which C R (later Sir Clements) Markham imposed between 1867 and 1877 was reflected in the published *Catalogue of manuscript and printed reports, field books, memoirs, maps, etc, of the Indian Surveys, deposited in the Map Room of the India Office* (1878). This arrangement largely remains in use. Markham's work pre-dated the report of the 1904–05 Survey Committee (Simla, 1905) which led to the publication of the uniform series of topographical and small-scale maps of India which now dominate the collections (mainly included in Y).

The Map Collections were administered before 1947 by the India Office Record Department, in a similar way to the Official Publications (V). Maps acquired since 1947, and maps currently being acquired by the India Office Library and Records, are added to X and Y as appropriate, suitably differentiated in their numbering from the pre-1947 collections.

For further general information, *see* India Office Library and Records, *The Map Collections* (London, 1984).

W *Maps from other departments*

In two sections: (i) W/LPS/A to W/LPS/K — the separate collection of maps formed for reference by the Political and Secret Department in the late nineteenth century (cf Political and Secret Department Memoranda (L/P&S/18) and Library (L/P&S/20)); (ii) W followed by a volume or file number (eg. W/H/726 or W/LPS/7/112) — maps removed from volumes or files for preservation in the Map Room.

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X *India Office reference collection*

The collection of maps arranged by Markham and listed in the 1878 *Catalogue* (*see* above), with additions recorded by annotations in office copies of the *Catalogue* (except the twentieth-century topographical and international small-scale map series, for which *see* Y). Maps in this collection are identified for the time being as 'Maps' followed by a variety of types of location number.

Y *Modern topographical and small-scale map series*

The collection of twentieth-century topographical and small-scale map series (produced by the Survey of India and listed in that body's published *Map Catalogue*) maintained by the India Office for reference. Maps in this collection are identified for the time being as 'Maps followed by a variety of types of sheet numbering'.

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Z REGISTERS AND INDEXES, *c* 1700 – 1950

About 2,500 volumes.

Separately bound registers and indexes bear the initial letter 'Z' followed by the reference assigned to the series to which they relate, plus a serial number (eg. Z/B/1 refers to the first available index to the Minutes of the Court of Directors). The existence of such registers/indexes is generally noted in the relevant sections of this guide but for convenience all the main registers and indexes are briefly listed below. However, to obtain full details of individual volumes, researchers should consult the appropriate lists in the India Office Library and Records, viz: List Z (Registers and Indexes), or the List covering the particular class or category of records to which the index refers (eg. List B in the case of the indexes to the Minutes of the Court of Directors cited above). A general explanation of how to use the standard-type India Office indexes and registers for the period 1880–1947 is given in the Note on the registration and location of India Office departmental records, 1880–1947 available on the reference shelves in the India Office Library and Records.

In the following list the volume numbers are in some instances only approximate, also no detailed attempt is made to distinguish indexes from registers. In general, registers consist of lists of documents usually entered according to their dates of receipt or despatch. Most, though not all, registers have indexes attached or bound as separate volumes. A number of indexes stand on their own, without registers, with direct references to entries in the volumes of particular series.

In using these indexes and registers, researchers should keep in mind that most of them were compiled contemporaneously with the documents to which they refer, for the purposes of official reference. Entries are therefore not always comprehensive and also reflect contemporary official terminology and modes of classification. Finally, it should be stressed that this 'Z' section only includes separate indexes and registers, it does not of course cover the numerous volumes of original documents within the various IOR groups which have indexes bound-in with them. For references to these latter indexes it is necessary to check the detailed lists of volumes/ files for the class concerned in the IOLR (eg. List B for the Minutes of the East India Company's Directors and Proprietors).

B
Z/B — *Minutes of the East India Company's Directors and Proprietors*
Indexes, 1702–1858. 100 vols.

D
Z/D — *Minutes etc. of General Committees and Offices of the East India Company*
Registers/indexes, 1704–1835. 31 vols.

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E	*East India Company General Correspondence*
Z/E/1	Indexes/registers of Home Correspondence, 1805–59. 48 vols.
Z/E/4	Indexes of Correspondence with India, 1753–1858. 72 vols.
F	*Board of Control General Records*
Z/F/2	Registers of Home Correspondence, 1836–58. 3 vols.
Z/F/3	Registers of Draft Despatches etc, 1836–58. 12 vols.
Z/F/4	Registers of Board's Collections, 1794–1858. 18 vols.
J	*Haileybury Records*
Z/J/1	Indexes to Petitions etc, 1749–1856. 2 vols.
L/AG	*Accountant General's Records*[1]
Z/L/AG/34	Indexes to Wills, Administrations, Inventories and Estates, 1618–1909. 24 vols. (Also card index of Wills etc, 1909–*c* 1942).
L/E	*Economic Department Records*
Z/L/E/2	Registers/indexes of Home Correspondence, 1858–99. 20 vols.
Z/L/E/3	Registers/indexes of Correspondence with India, 1841–1924, 39 vols.
Z/L/E/6–10	Registers/indexes of Departmental Papers, 1880–1950. 153 vols.
L/F	*Financial Department Records*
Z/L/F/1	Indexes of Committee Records, 1834–1934. 49 vols.
Z/L/F/2	Registers/indexes of Home Correspondence, 1834–1936. 72 vols.
Z/L/F/3	Registers/indexes of Correspondence with India, 1859–1948. 54 vols.
Z/L/F/4	Registers of Transfer etc. Papers, 1860–82. 3 vols.
Z/L/F/6–7	Registers/indexes of Departmental Papers, 1883–1950. 136 vols.
Z/L/F/8	Indexes to Contracts and Agreements, 1855–1946. 2 vols.
L/I	*Information Department Records*
Z/L/I	Registers/indexes of Departmental Papers, 1932–48. 17 vols.
L/L	*Legal Adviser's Records*
Z/L/L	Registers/indexes, 1779–1952. 30 vols.
L/MAR	*Marine Department Records*
Z/L/MAR	Registers/indexes of Home and Indian Correspondence, 1851–69. 14 vols.

[1]The main registers and indexes of the Accountant General's Department (1921–55) are at present kept with the rest of the Department's records (in L/AG/29).

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L/MED	*Medical Board Records*
Z/L/MED	Registers of Correspondence, 1942–57. 20 vols.
L/MIL	*Military Department Records*
Z/L/MIL/1	Indexes/registers of Committee Records, 1809–58. 8 vols.
Z/L/MIL/3	Indexes/registers of Correspondence with India, 1803–1921. 88 vols.
Z/L/MIL/5	Indexes/registers of Compilations and Miscellaneous Records, 1819–81. 43 vols.
Z/L/MIL/6–7	Registers/indexes of Departmental Papers, 1882–1948. 357 vols.
Z/L/MIL/9	Indexes of Records relating to Entry into the Service, 1789–1921. 7 vols.
Z/L/MIL/10	Indexes of Bengal Army Records, 1770–1896. 4 vols.
Z/L/MIL/11	Indexes of Madras Army Records, 1771–1892. 3 vols.
Z/L/MIL/12	Indexes of Bombay Army Records, 1753–1892. 3 vols.
Z/L/MIL/14	Indexes of Indian Army Records, 1892–1916. 2 vols.
L/PWD	*Public Works Department Records*
Z/L/PWD/1	Register of Committee Records, 1921–26. 1 vol.
Z/L/PWD/2	Registers/indexes of Home Correspondence, 1845–1926. 26 vols.
Z/L/PWD/3	Registers/indexes of Correspondence with India, 1856–1926. 34 vols.
Z/L/PWD/4	Registers of Transfer etc. Papers, 1924–32. 4 vols.
Z/L/PWD/6	Registers/indexes of Departmental Papers, 1880–1926. 58 vols.
Z/L/PWD/7	Registers/indexes of Indo-European Telegraph Department Records, 1865–1931. 114 vols.
Z/L/PWD/8	Registers of Records relating to the Royal Indian Engineering College, Cooper's Hill, 1880–1907. 4 vols.
L/P&J	*Public and Judicial Department Records*
Z/L/P&J/1	Registers of Committee Records, 1834–66. 4 vols.
Z/L/P&J/2	Registers/indexes of Home Correspondence, 1858–79. 7 vols.
Z/L/P&J/3	Registers/indexes of Correspondence with India, 1849–1929. 27 vols.
Z/L/P&J/4	Registers of Transfer Papers etc, 1840–79. 5 vols.
Z/L/P&J/6–9	Registers/indexes of Departmental Papers, 1880–1950. 93 vols.
Z/L/P&J/11	Indexes to Passports, 1932–49. 16 vols.
L/P&S	*Political and Secret Department Records*
Z/L/P&S/1	Index to Committee Records, 1836–58. 1 vol.
Z/L/P&S/3	Registers/indexes of Home Correspondence, 1826–96. 31 vols. (Continued in Z/L/P&S/7).

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Z/L/P&S/4	Indexes of mixed Secret, Political and Foreign Correspondence with India, 1784–1858. 11 vols.
Z/L/P&S/5	Registers/indexes of Secret Correspondence with India, 1802–74. 7 vols.
Z/L/P&S/6	Registers/indexes of Political Correspondence with India, 1798–1874. 24 vols.
Z/L/P&S/7	Registers/indexes of Political and Secret Correspondence with India etc, 1875–1911. 37 vols. (Includes Home Correspondence and Correspondence with areas outside India from 1897).
Z/L/P&S/9	Registers/indexes of Correspondence with areas outside India, 1860–96. 23 vols. (Continued in Z/L/P&S/7).
Z/L/P&S/11–13	Registers/indexes of Departmental Papers, 1912–50. 96 vols.
Z/L/P&S/15	Registers/indexes of Honours Papers etc, 1867–1930. 17 vols. (Continued in Z/L/P&S/13).
Z/L/P&S/16	Registers/indexes of Consul Papers, 1886–1930. 4 vols. (Continued in Z/L/P&S/12).
Z/L/P&S/17	Registers/indexes of Parliamentary Questions, 1893–1911. 3 vols. (Continued in Z/L/P&S/11).
L/R	*Record Department Papers*
Z/L/R/2	Registers of Home Correspondence, 1884–1935. 9 vols.
Z/L/R/3	Registers of Correspondence with India, 1884–1921. 5 vols.
Z/L/R/5	Register of Compilations and Miscellaneous Records, 1898–1935. 2 vols.
Z/L/R/6–8	Registers/indexes of Departmental Papers, 1884–1959. 80 vols.
L/S&G	*Services and General Department Records*
Z/L/S&G/6–7	Registers/indexes of Departmental Papers, 1924–49. 35 vols.
Z/L/S&G/8–9	Registers/indexes of Establishment Branch Files, *c* 1920–70. 5 vols.
Z/L/S&G/10	Registers/indexes of Commonwealth Relations Office Services Department Annual Files etc, 1948–55. 22 vols.
Z/L/S&G/11	Index of Personal Files etc, 1947–55. 1 vol.
L/WS	*War Staff Papers*
Z/L/WS	Registers/indexes, 1916–49. 23 vols.
M	*Burma Office Records*
Z/M	Registers/indexes, 1932–48. 42 vols.
N	*Returns of Baptisms, Marriages, Burials etc.*
Z/N/1	Indexes of Bengal Returns, 1713–1948. 53 vols.
Z/N/2	Indexes of Madras Returns, 1698–1948. 36 vols.
Z/N/3	Indexes of Bombay Returns, 1709–1948. 27 vols.
Z/N/4	Indexes of India and Pakistan Returns, 1949–69. 3 vols.
Z/N/5	Indexes of Indian States Returns, 1923–47. 1 vol.

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Z/N/6–8	Indexes of St Helena, Fort Marlborough, and Prince of Wales Island Returns, 1759–1835. 3 vols.
Z/N/9	Indexes of Macao and Whampoa Returns, 1820–33. 1 vol.
Z/N/10	Indexes of Burma Returns, 1937–52. 3 vols.
Z/N/11	Indexes of Returns of Registrar Marriages, 1852–1910. 9 vols.
Z/N/RC	Indexes of Roman Catholic Returns, 1835–56. 3 vols.
O	*Biographical Series*
Z/O/1	Indexes etc. of Bonds and Agreements, 1741–1944. 14 vols.
Z/O/6	Indexes of Compilations (ie. Personal Records), 1794–1841. 2 vols.
P	*Proceedings and Consultations of the Government of India and the Presidencies and Provinces*
Z/P	Indexes to India, Agra, Bengal, Bombay, Madras, North-Western Provinces, North-Western Provinces and Oudh, and Punjab Proceedings, 1702–1945. About 4035 vols. *Note* Since these indexes (mostly annual) form an integral part of the Proceedings series, they have been included with the Proceedings (*See* under P), and the total numbers of indexes added to the appropriate Proceedings totals.
R/20	*Aden: Records of British Administration*
Z/R/20	Registers/indexes, 1838–1967. 47 vols.

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APPENDICES, BIBLIOGRAPHY AND INDEX

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APPENDICES

APPENDIX I

Brief guide to the location of records of the East India Company, the Board of Control and the India Office within the general IOR reference scheme

The overall form of the IOR reference scheme, as reflected in the preceding Descriptive Inventory, to some extent tends to obscure the original basic divisions between the records of the Company, the Board and the India Office, in the interests of conveying a clear sense of their administrative cohesion and continuity. The main purpose of the scheme contained in this brief guide is therefore to assist researchers who wish to distinguish and locate the material included in these original institutional archive groups.

Two features of the scheme need to be noted here. Firstly, it is hoped that the breakdown of the records of each institution according to a simplified standard pattern (ie. Minutes, Correspondence, Other records of special types or offices, Consultations/Proceedings, and Miscellaneous) will help researchers to develop a clear and useful "working model" of the records concerned. Secondly, it should be stressed that the references given in the scheme obviously need to be followed up both in the Descriptive Inventory and in the numerous more detailed lists and finding aids which together cover the contents of the individual archive classes (from A to Z). It is only by reference to these latter lists etc. that the original records of the Company, the Board and the India Office can be properly identified in terms of the individual volumes/files or series.

EAST INDIA COMPANY RECORDS
1600 – 1858

MINUTES	*Court of Directors* B, J/3, L/P&S/1 *Committees* B, D, H, J/2, L/AG/9 & 23 etc. L/F/1, L/MAR/C, L/MIL/1 & 5, L/P&J/1, L/P&S/1 *Court of Proprietors* B
CORRESPONDENCE	*India* E/3–4, G (including G/1, 3, 7, 13, 18–19, 22, 24, 26, 31, 36–37, 40), H, L/E/3, L/F/3–4, L/MAR/C, L/MIL/3, L/PWD/3, L/P&J/3, L/P&S/5–6 *Other areas* E/3, G (including G/4, 9, 11–12, 17, 21, 29, 32–35, 40), H, L/P&S/9 *Home* D, E/1–2, G (including G/29 etc.), H, L/AG (including L/AG/29 etc.), L/F/2, L/MAR/C, L/MIL/2 & 5, L/PWD/2, L/P&J/1–2, L/P&S/3 & 5

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OTHER RECORDS OF SPECIAL TYPES OR OFFICES	*Charters and Deeds* A/1–2 *Other Europeans* I/1–2 *Haileybury* J/1 *Accountant General's Dept* L/AG (including L/AG/1, 9–11, 14–26, 29–36, 38–39, 43–45, 49) *Financial Dept* L/F/8 & 10 *Legal Advisers* L/L *Marine Dept* L/MAR/A & B	*Military Dept* L/MIL/8–16 *Parliamentary Branch* L/PARL/2 *Surveyor* L/SUR *Returns of Baptisms, Marriages, Burials* N *Biographical* O/1, 5–6
CONSULTATIONS/ PROCEEDINGS	*India* G (including G/1–3, 5–8, 13–16, 18–20, 23–28, 30, 36–39) P (including India, Agra, Bengal, Bombay, Madras, North-Western Provinces, Punjab) *Other areas* G (including G/4, G/11–12, G/21, G/29, G/32–35)	
MISCELLANEOUS	G (including G/40 etc.), H, L/AG (including L/AG/50 etc.), L/E/5, L/F/5, L/MAR/C, L/MIL/5, L/P&S/19	

BOARD OF CONTROL RECORDS
1784 – 1858

MINUTES	*Board* F/1, L/AG/43, L/P&S/2
CORRESPONDENCE	*India* F/3, H, L/E/3, L/F/3, L/MIL/3, L/PWD/3, L/P&J/3, L/P&S/4–6 *Other areas* F/3, G (including G/11, 29, 34 etc.), L/P&S/9 *Board's Collections* F/4 *Home* F/2, G (including G/11, etc.), H, I/1–2, L/MIL/5, L/P&S/3 & 5
OTHER RECORDS OF SPECIAL TYPES OR OFFICES	*Other Europeans* I/1–2 *Accountant General's Dept* L/AG/43 *Biographical* O/1
CONSULTATIONS/ PROCEEDINGS	*Note* Although the Board received copies of certain series of Indian Consultations from the Company, it appears that most of these records were destroyed *c* 1860

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MISCELLANEOUS	F/5, G (including G/12, 29, 34 etc. etc.), H

INDIA OFFICE RECORDS
1858 – 1947

MINUTES	*Council of India* C, L/MIL/1, L/PWD/5 & 7, L/P&S/1
CORRESPONDENCE	*India* L/E/3, L/F/3–4, L/MAR/C, L/MIL/3–4, L/PO, L/PWD/3–4, L/P&J/3–4, L/P&S/5–8, L/R/3, L/S&G/3 *Other areas* L/P&S/9 *Home* L/E/2, L/F/2, L/MAR/C, L/MIL/2, L/PWD/2, L/P&J/2, L/P&S/3, L/R/2 *Departmental Papers* L/AG/29, L/E/6–10, L/F/6–7, L/I/1, L/MIL/6–7, L/PO, L/PWD/6, L/P&J/6–10, L/P&S/10–13 & 15–16, L/R/6–8, L/SUR, L/S&G/6–8 & 10, L/WS
OTHER RECORDS OF SPECIAL TYPES OR OFFICES	*Accountant General's Dept* L/AG (most sections) *Financial Dept* L/F/8 & 10 *Information Dept* L/I/2–3 *Legal Advisers* L/L *Medical Board* L/MED *Military Dept* L/MIL/9–12, 14–17 *Parliamentary Branch* L/PARL/1–2 *Public & Judicial* L/P&J/11–12 *Political & Secret* L/P/&S/14 *Services & General Dept* L/S&G/9 *Returns of Baptisms etc.* N *Biographical* O/1 & 6
CONSULTATIONS/ PROCEEDINGS	*India* P (including India, Assam, Bengal, Bihar and Orissa, Bombay, Burma, Central Provinces, Coorg, Delhi, Eastern Bengal and Assam, Hyderabad, Madras, Mysore, North-West Frontier Province, North-Western Provinces, North-Western Provinces and Oudh, Oudh, Port Blair and Nicobars, Punjab, United Provinces)
MISCELLANEOUS	H, L/AG (including L/AG/50 etc.), L/E/5, L/F/5, L/MAR/C, L/MIL/5, L/PO, L/PWD/5, L/P&J/5, L/P&S/19, L/R/5, L/S&G/5

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APPENDIX II

Notes on archival sources in the India Office Records for areas outside British India or on its frontiers

The following brief notes are only intended to provide a very introductory guide to source materials for areas outside or on the borders of British India with which the East India Company or the Government of India had trading, political or other contacts. In each case the primary aim is to indicate roughly the nature of the Company/British India connection and to direct researchers to some of the principal IOR classes (excluding Official Publications and Maps) where relevant material may be found. It must be stressed that the references given are not comprehensive and that they are entered in their IOR reference scheme order and not according to importance or extent. In addition researchers are reminded that it is necessary to follow up the references given here not only in the Descriptive Inventory (pp.127–275) but more especially in the separate lists of volumes/files for the IOR classes or categories concerned, which are available in the India Office Library and Records. Finally, further background information is provided in the various area guides already published by the India Office Library and Records, as well as in the handbooks to the records of the Foreign, Colonial and Dominions Offices issued by the Public Record Office (*see* Bibliography, pp.295–299).

Afghanistan

Close contacts with British India *c* 1800–1947 (mostly through Bengal until 1833 and thereafter through Government of India); Anglo-Afghan wars of 1838–42, 1878–80 and 1919; British diplomatic mission in Kabul 1922–47 (under joint India Office/Foreign Office control).

Main sources: E/4; F/4; G/29; H; L/E; L/MIL; L/PARL; L/PO; L/P&S; L/WS; P (Bengal Secret/Political; India Secret/Political/Foreign etc); R/12

Australia

Occasional connections with East India Company/India Office *c* 1800–1947 chiefly in relation to trade, convicts and emigration.

Main sources: B; D; E; F; G/34; H; I/3; L/MAR; P (Bengal Public/Commercial/Law etc).

See also *Indians overseas.*

Bahrain

Sporadic East India Company contacts from early 17th century; more sustained interest from 1820s (mainly through Bombay until 1873 and thereafter through Government of India); Political Agency established 1900

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under Bushire Political Residency/Government of India; Political Residency moved from Bushire to Bahrain 1946.

Main sources: E/3–4; G/29; L/P&S; P (Bombay Secret/Political; India Foreign); R/15

Bhutan

Fairly regular connections from *c* 1770 onwards mostly through Bengal and Indian Governments; Anglo-Bhutanese War of 1864; Government of India's contacts maintained through Political Officer in Sikkim from 1907.

Main sources: E/3–4; F/4; L/P&S; P (Bengal Secret/Political; India Secret/Political/Foreign); R/5

Burma

East India Company's intermittent commercial relations during 17th and 18th centuries (through factories at Syriam and missions from Madras and Bengal); British Indian administration established through successive annexations — Arakan and Tenasserim 1826, Lower Burma 1852 and Upper Burma 1886; Burma formed a province of British India till 1937 when separate Government of Burma was constituted; Burma became an independent republic 1948.

Main sources: E/4; F/4; G/19; H; L (Most departments); M; P (Madras/Bengal/India/Burma); R/8

Canada

East India Company involvement in plans for fur trade with Nootka Sound in late 18th century.

Main sources: H; L/MAR

See also *Indians overseas.*

China

East India Company's occasional trading links from second half of 17th century (through Amoy and Chusan); regular trade at Canton 1715–1833; British India's borders with China brought diplomatic contacts *c* 1800–1947; India Office in close liaison with Foreign Office on Chinese affairs 1858–1947.

Main sources: E/3–4; G/12; L/MAR/A-B; L/P&S; N/9; P (Bengal Secret/Political; India Secret/Political/Foreign etc); R/10

Denmark

See Other European Powers

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Egypt

East India Company's interest in communications with India via Suez and Red Sea (*c* 1750–1858) led to Company agencies at Cairo and elsewhere; close liaison between British officials in Aden, the Gulf and Egypt during and after World War I.

Main sources: G/17; H; L/MAR; L/MIL; L/P&S; P (Bombay); R/15; R/19; R/20

Ethiopia

Exploratory missions from Bombay and Aden in first half of 19th century; British India military participation in Anglo-Abyssinan War of 1867–68; occasional British Indian contacts thereafter especially through Aden.

Main sources: H; L/MIL; L/P&S; P (Bombay Secret/Political/Military); R/20

Fiji

See Indians overseas

France

See Other European Powers

Ghana

See West Africa

Guyana

See Indians overseas

Holland

See Other European Powers

Indians overseas

Indian emigration to British colonies and dominions (as well as other European colonies) organized through indentured labour system involved Government of India in supervision and investigation, and (later) in negotiations about civil rights of Indian immigrants (*c* 1830–1947). Main areas included: Australia, Burma, Canada, Fiji, Guyana, Indonesia, Jamaica, Kenya, Malaysia, Mauritius, Réunion, South Africa, Sri Lanka, Tanzania, Trinidad, Uganda, Zanzibar etc.

Main sources: E/4; F/4; L/E; L/P&J; P (India Public, Emigration; Bengal Public, Emigration etc; Madras Public; Bombay General etc).

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Indonesia

East India Company had extensive commercial and political involvement throughout the period 1602–1825. The main connections were with following areas:

Java Principal factory at Bantam 1602–82, with sub-factory at Macassar 1613–67, and sporadic involvement in the islands during 17th century; an agency at Batavia from 1758–*c* 1830; Java reoccupied by Company forces 1811–16 and administered by Sir Stamford Raffles; Java restored to Dutch 1816.

Sumatra Short-lived factories at Acheh, Tiku, Priaman, Jambi etc. during 17th century; settlement at Benkulen 1684–1825.

Borneo Intermittent trading contacts during first half of 17th century; factory at Banjarmasin 1699–1707, and 1738–47; settlements at Balambangan and Labuan 1771–1804

Main sources: E/3–4; G/4, 10, 21, 35; H; I/2–3; L/MAR; L/P&S/5–6; N/7; P (Bengal Secret/Political etc)

Iran

Early East India Company trading relations mostly through Bandar Abbas, Shiraz and Ispahan *c* 1617–*c* 1763; Political Residency established at Bushire 1763 under Bombay 1778–1873 and Government of India 1873–1947; Residency moved to Bahrain 1946. Main British diplomatic mission at Tehran alternately under control of Foreign Office and Government of India 1798–1859; thereafter under Foreign Office but India continued to appoint consular representatives/agents at various posts (eg. Meshed 1889–1947).

Main sources: E/3–4; F/4; G/29, 40; L/PWD/7; L/P&S; P (Bombay Secret/Political; India Secret, Political, Foreign); R/15

Iraq

East India Company trade and later British Indian political relations mainly managed through agencies at Basra (1635–*c* 1657, 1723–1898) and Baghdad (1798–1914); Baghdad agency under Bombay till 1834 and then under Government of India; India involved in military campaigns in Mesopotamia in World War I and post-war and administration; control of Iraq mandate passed to Colonial Office 1921, though India Office still took close interest thereafter.

Main sources: E/3–4; F/4; H; L/MIL; L/PWD; L/P&S; P (Bombay Secret/Political; India Secret/Political/Foreign); R/15

Jamaica

See Indians overseas

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Japan

East India Company factory at Hirado 1613–23; Company refused permission to re-enter 1673; voyage to Nagasaki 1808; Japanese occupation of Burma in World War II etc.

Main sources: E/3; G/12, 40; L/P&S/12; L/WS; M

Kampuchea

East India trading contacts from Patani 1615–23; factory near Phnom Penh 1651–56.

Main sources: E/3; G/12

Kenya

See Indians overseas

Kuwait

East India Company's brief contacts in late 18th century; Political Agency from 1904 onwards under control of Government of India (except between 1921–33 when the Agency was primarily under Colonial Office).

Main sources: L/P&S; N/12; P (India Foreign); R/15

Malaysia

Penang (Prince of Wales Island) acquired by the Company 1786 and constituted as a separate Presidency in 1805; Malacca occupied 1796–1818 and ceded by Holland in 1825; Singapore and Malacca added to Penang Presidency 1826; Penang Presidency dissolved 1830 and Straits Settlements as a whole placed under Bengal Government until 1851 when they were put directly under Government of India; Straits Settlements transferred to Colonial Office 1867.

Main sources: E/3–4; F/4; G/34; H; I/2–3, L/P&J/3; L/P&S/5–6; P (Bengal; India); R/9

Mauritius

East India Company's interest during 18th century French wars; British Indian forces involved in conquest of Mauritius 1810

Main sources: E/4; H; I/1; L/P&S

See also *Indians overseas*

Muscat

East India Company Residency 1800–10; Agency revived in 1840 reporting via

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Resident in Bushire to Bombay until 1873, and subsequently to Government of India until 1947.

Main sources: E/4; F/4; L/MAR; L/PWD/7; L/P&S; P (Bombay Secret/Political; India Foreign); R/15

Nepal

Regular contacts with Bengal Government from second half of the 18th century; Anglo-Nepalese War of 1814–16 led to appointment of British Indian Resident at Kathmandu from 1817; Resident redesignated as Envoy 1920 and as full British Minister from 1934 (under Foreign Office but in close contact with Government of India still).

Main sources: E/4; F/4; H; L/MIL; L/P&S; P (Bengal Secret/Political; India Secret/Political/Foreign); R/5

Other European Powers

The East India Company's close relations and rivalries with other European powers in South and South-East Asia (eg. the Portuguese, the Dutch, the French, the Danes etc) form an essential aspect of its own rise to predominant power in India from the early 17th to the mid-19th century; under Crown rule (1858–1947) only Portuguese and French still retained territorial enclaves in the Sub-continent (notably at Goa and Pondicherry).

Main sources: E/3–4; F/4; G; H; I; L/P&S; P (India Political/Foreign; Bengal Secret/Political/Foreign; Madras Secret/Political/Foreign; Bombay Secret/Political); R/9; R/10; R/15

Philippines

Anglo-Dutch blockade 1620–22; East India Company involved in temporary British occupation 1762–64.

Main sources: E/3–4; G/12; H; L/MAR; P (Madras Military)

Portugal

See Other European Powers

Qatar

British Indian interest exercised mainly through Political Resident at Bushire during 19th century and up to 1938 when immediate responsibility passed to Political Agent in Bahrain.

Main sources: L/P&S; P (Bombay Secret/Political; India Foreign); R/15

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St Helena

An East India Company possession 1659–1836.

Main sources: E/3; G/32, 40; H; L/P&S/1; N/6

Saudi Arabia

Slight East India Company contacts during 17th and 18th centuries through trade in Red Sea area; British Indian political interests in Eastern Arabic/Najd from early 19th century generally managed through Residents and Agents in Gulf and Iraq; main responsibility for British relations passed to Colonial Office 1922/23 (and later to Foreign Office) but Indian Government still involved.

Main sources: E/3–4; F/4; G/17; L/MAR; L/P&S; P (Bombay Secret/Political; India Foreign); R/15; R/20

Sikkim

Regular contacts with Bengal Government from 1814; under successive treaties (1817 and 1861) Sikkim became a virtual British Indian protectorate in political relations with Bengal Government until 1903 and thereafter with Government of India; a Political Officer in Sikkim from 1889 onwards.

Main sources: E/4; F/4; H; L/P&S; P (Bengal Secret/Political; India Foreign); R/1

Singapore

Settlement established by Sir Stamford Raffles 1819. For further details *see* under *Malaysia*.

Sinkiang

British India exploration and commercial/political interest from mid-19th century; British Indian agent stationed at Kashgar from 1893 and designated Consul-General from 1911 to 1947.

Main sources: L/P&S; P (India Foreign)

Somalia

East India Company had occasional contacts in early 19th century mainly for shipping facilities; Somali Coast Protectorate under Government of India 1885–98; responsibility for the Protectorate passed to Foreign Office 1898 (and later to Colonial Office) but Indian Government had continuing interest in the area.

Main sources: L/MIL; L/P&S; P (India Foreign); R/20

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South Africa

East India Company ships frequently stopped at Table Bay from 17th century; Company agent in Cape Colony 1795–1836.

Main sources: E/3–4; G/9; H; I/2

See also *Indians overseas*

Sri Lanka

East India Company's diplomatic/commercial relations from mid-18th century; conquest and administration by Company 1795–1802; Ceylon made Crown Colony under Colonial Office 1802; later British Indian interest in trade, emigration etc.

Main sources: E/4; G/11; H; I; P (Madras)

See also *Indians overseas*

Syria

East India Company used overland route via Syria for conveying correspondence from early 17th century; Company agents intermittently stationed at Aleppo or Damascus from late 18th to mid-19th century to transmit despatches.

Main sources: E/1; H; L/P&S

Taiwan

East India Company factory 1672–85

Main sources: E/3; G/12, 40

Tanzania

See Indians overseas

Thailand

East India Company factories at Patani 1613–24 and Ayutthaya 1615–23, 1661–64 and 1674–84; regular British Indian diplomatic relations 1821–1947 mostly concerning boundaries with Burma and Malaya, extra-territorial rights, trade etc.

Main sources: E/3; G/12, 19, 21; L/P&S; P (Bengal Secret/Political, India Secret/Political/Foreign)

Tibet

Early contacts with Bengal Government during 1760s intensified under

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Warren Hastings 1771–72; occasional British Indian attempts to open up relations with Tibet during period from 1772 to 1904 (acting through China during late 19th century); after Lhasa expedition of 1904 more regular relations established with Tibet through Political Officer in Sikkim, Trade Agents at Gyantse and Yatung, and various British Indian missions to Lhasa.

Main sources: E/3–4; F/4; H; L/MIL; L/P&S; P (Bengal Public/Secret/Political; India Secret/Political/Foreign); R/5

Trinidad

See under *Indians overseas*

Turkey

East India Company agents in Istanbul from late 18th to mid-19th century mainly to transmit despatches; British India's political interest in Ottoman Empire's expansion in Arabia from early 19th century and in the role of the Caliphate in early 20th century.

Main sources: E/3–4; L/P&J/6; L/P&S; P (Bombay Secret/Political; India Secret/Political/Foreign); R/15; R/20

Union of Soviet Socialist Republics

Continuous British Indian political interest in Russian Central Asia from mid-19th century onwards.

Main sources: L/P&S; R/12

United States of America

American trade with India and China from late 18th century led to appointment of American consuls in Indian posts during 19th century; impact of American Civil War on Indian cotton industry 1861–65; Indian nationalist leaders and Ghadr party in California *c* 1913–47; American support for Indian independence from World War II onwards.

Main sources: E/4; H; L/E; L/PO; L/P&J; L/P&S; P (India Political/Foreign; Bengal Political/Foreign; Madras Political; Bombay Political etc)

Vietnam

East India Company's trading contacts through Japan factory 1614–19; factory at Tonking 1672–97; attempt to settle in Annam 1695–96; embassy to Annam 1778–79.

Main sources: E/3; G/12, 19, 21

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West Africa

East India Company trade on Guinea Coast based mainly at Fort Cormantine in Ghana 1657–62; trading rights then passed to Royal African Company.

Main sources: B; E/3; H

Yemen Arab Republic

East India Company traded intermittently at Mocha from early 17th to early 19th century; British political interest especially through Aden (1839–1966).

Main sources: E/3; G/17, 40; L/MAR; L/P&S; P (Bombay Secret/Political; India Foreign); R/19; R/20

Yemen, People's Democratic Republic

British Residency established at Aden 1839 under Government of Bombay; Aden became a Chief Commissionership under Government of India 1932 and a Crown Colony under Colonial Office 1937 (Colonial Office also responsible for Aden Protectorate from 1921); Perim (occupied 1857) and Kamaran (occupied 1915), both administered from Aden; British withdrawal from Aden 1967.

Main sources: L/E/6–7; L/MAR; L/P&J/7–8; L/P&S; P (mainly Bombay); R/20 (including records of post-1937 colonial period)

Zanzibar

An agency established in Zanzibar mainly under Bombay Government 1840–73 and Government of India 1873–83; responsibility passed to Foreign Office 1883 (and later to Colonial Office).

Main sources: L/P&S; P (Bombay Political; India Foreign); R/15/6

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BIBLIOGRAPHY

PART ONE: THE ADMINISTRATIVE BACKGROUND

Archival sources in the India Office Records

The following series and individual volumes/files are used or referred to in Part One, in many cases very extensively. More specific references to particular documents cited in the text of Part One are, of course, given in the separate notes on pp. 12–13, 54–59, 117–23.

B/1–236	Court Minutes, 1599–1858
C/1–122	Minutes of the Council of India, 1858–1937
C/123–124	Minutes of the Secretary of State's Advisers, 1937–47
C/143	Council of India Papers, 1858–1917
C/144	Miscellaneous Council of India Resolutions etc., 1915–44
D/1–17	Minutes of the Committee of Correspondence, 1784–1834
D/18–90	Correspondence Committee Reports, 1719–1834
E/4/723	Despatches to Bengal, Public No. 4 of 1830, pp. 313–376
F/1/1–7	Board's Minutes, 1784–1858
H/1–814	Home Miscellaneous Series, *c* 1600–*c* 1900 (especially H/67, 341, 362 and 722)
L/AG/9/1–L/AG/9/23	Accountant General's Records: Accounting Procedure and Control, 1708–1955 (especially L/AG/9/6/13, L/AG/9/8/1, L/AG/9/9/1)
L/AG/18/2/27	Accountant General's Estimates, Statements etc., *c* 1848–53
L/AG/30/2/1–L/AG/30/33	Accountant General's Home Establishment Records, *c* 1800–1949
L/AG/43/2/1–3	Accountant General's Copies of Board's Office Minutes, 1784–1858
L/E/3/643	Statistics and Commerce Despatches to India, No. 1 of 1874, p. 1
L/E/3/666	Sanitary Despatches to India, Telegram of 21 Oct 1867, pp. 1–2
L/E/5/62	Commerce and Revenue Department Orders etc., *c* 1921–50
L/F/1/1–52	Finance and Home Committee Minutes, 1834–58
L/F/1/53–99	Finance and Home Committee Reports, 1834–59
L/F/9/1	Reports of the Committee on the Home Charges of the Secretary of State, 1879–94
L/MAR/C/29 (now L/MAR/1/4)	Shipping Committee Minutes, 18 Oct 1814, pp. 362–366
L/MIL/5/397	Military Special Collections, No. 168, 1801–18
L/MIL/5/416	Military Special Collections, No. 331, 1842–45
L/MIL/5/436	Military Special Collections, No. 427, 1854–61

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L/PO/Misc 1–5	Unregistered Under Secretaries' Papers relating to the India Office Establishment etc., *c* 1858–*c* 1920
L/PWD/5/28A and 28B	Public Works Department Orders, *c* 1880–1926
L/PWD/6/925	Public Works Department Files, No. 1135/1914
L/P&J/3/1036	Public Despatches to India, No. 82 of 11 Aug 1859
L/P&J/3/1837	Public Despatches to India, No. 50 of 7 Apr 1860
L/P&J/3/1076	Collections to Public Despatches to India, No. 50 of 1860
L/P&J/3/1335	Public Despatches to Madras, No. 38 of 11 Aug 1859
L/P&J/3/1348	Collections to Public Despatches to Madras, No. 38 of 1859
L/P&J/5/338–339B	Public and Judicial Department Orders etc., *c* 1915–48
L/P&J/6/1170	Judicial and Public Department Files, No. 2301/1912
L/P&J/7/4550	Political Department Files, No. 2081/41
L/P&S/2/1–2	Board's Secret Minutes, 1785–1805
L/P&S/12/2782	Political (External) Collections, 16/14, 1930–46
L/P&S/20/Temp Nos. 135&236	Political and Secret Department Orders etc., 1874–1900, *c* 1930–43
L/P&S/20/Temp No. 244	Sir J. Kaye's Confidential Letter-Book, 1873–74
L/R/4/1–9	Papers and orders relating to the Registry and Record Department, 1876–1927
L/R/5/209–235	Sir William Foster's Notebooks, *c* 1907–23
L/S&G/8/1–674	Establishment Branch General and Miscellaneous Files, *c* 1920–48
M/5/37	Burma Office Files, No. 645, 1945–46
O/1/412–456	Letters Patent appointing the Commissioners for the Affairs of India, 1784–1853
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